



TOWN OF
Poolesville
MARYLAND

FY 2019 Budget

Public Draft

THE TOWN OF POOLSVILLE

FY 2019 Budget

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<p style="text-align: center;"><u>WHAT'S INSIDE</u></p> <p>The Summaries Section presents Overall Summaries, Revenue Balances on hand, Revenue Receipts and Expenses Summaries.</p> <p>In addition, this section includes some summary graphs of the status of the Town, a review of the receipt and allocation of the Impact Fees received by the Town for each new home built, and a summary of Poolesville's Outstanding Debt.</p> <p>[Poolesville's Fiscal Year starts on 1-July and ends on the next 30-June.]</p>	<p><u>INTRODUCTION:</u></p> <p>Page</p> <p>1 Poolesville's Overall Financial Forecast</p> <p>2 Restricted Funds and Cash Summaries</p> <p>3 Receipt and Allocation of Impact Fees</p> <p>4 Overview: Budgets and Taxes</p> <p>5 Overview: Town Population & Public Infrastructure</p> <p>6 Schedule of Outstanding Debt Service</p>																		
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FY 2019 Budget

Draft Summary

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What's New This Year -

The Draft 2019 Budget remains similar to last year's budget, includes very minor changes to a few accounts and introduces only a few new projects. Staff, through several budget meetings reviewed potential costs savings and implemented wherever possible. The proposed budget includes a 2.1% CPI salary increase and allows for the Town Clerk transition due to Mrs. Evans retiring after 35 years of service.

The proposed revenue base for this budget maintains a constant property tax rate of 17.56¢ per \$100.00 of assessment and the water and sewer rates are increased by 2%.

Unrestricted Reserves are maintained at \$651,555.00, which is slightly above the 17.5% reserve target. The proposed Budget allocates the following from unrestricted reserves:

- \$25,000.00 towards economic development and the Grape Crush Facility (page 2)
- \$25,000.00 towards the PHS Investment Fund (page 2)
- \$30,000.00 towards Alpha Media Replacement (page 29)
- \$30,000.00 towards U.V. System Rebuild (page 30)

Below are the newly identified projects:

Account # 2010

- Waste dumpster pad

Account # 2015

- Mini Excavator

Account # 2025

- PHS investment fund

Account # 2035

- Campbell Park project

Account # 3150

- WWTP ENR project funded through grants

Budget Outlook

The overall Budgets, both the General Fund and the Water and Wastewater Fund, are balanced and address the priorities of the Commissioners. Although revenue from property taxes is projected to increase this year, mostly due to new construction, almost all other revenue sources are projected to be flat in FY19.

On the General Fund side, no changes are being projected for the Town's share of income tax revenue which, together with the property tax revenue, accounts for about three-quarters of our total General Fund revenue. The Town's share of highway user funds (the third largest revenue source, about 8%) is, as usual, a "hot-button" issue in Annapolis as the state legislature develops the State Budget. Other smaller sources of revenue, such as revenue sharing, interest on our accounts, etc., are stagnant. Projections for mobile telephone antenna rental on the water tower remain constant, with an annual 4% escalator.

On the Water and Wastewater Fund side, more than 95% of the operating expenses are fixed and more than 95% of the revenues are from metered water sales. In recent years, water revenue has been down, and the Fund has operated in the deficit, with grants from the General Fund necessary to balance the account. FY19 is projected to be no exception, with a small grant of needed to keep Water and Wastewater operation in the black.

THE TOWN OF POOLESVILLE

FY 2019 Budget

BUDGET REVIEW - Operating Accounts

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General Fund Operations

The FY19 General Fund Operations Accounts detail specific costs associated with the management of Town affairs and maintenance of all aspects of Town owned properties and services on a daily basis.

The General Fund Operating Account can be divided into two parts:

Town Operations	\$2,206,099
Debt Service	\$225,563

1. Town Operations include the following:

Salaries and benefits for Town staff of 19 full-time and 3 summer helpers.

Administrative operations of Town Hall.

Professional support, such as engineering, legal, accounting/auditing, planning & zoning, inspections and code enforcement.

Annual maintenance of Town streets and parks, including snow removal, mowing, ball field maintenance, street tree care, park equipment maintenance and all such efforts required to keep Poolesville a pleasant and attractive place to live.

Trash collection, twice weekly, yard waste and recycling.

Support of community outreach programs, such as the grants program, annual fireworks display, Poolesville Day, Post Prom transportation, etc.

Support of Community Events, such as the Holiday Lighting Ceremony, Fridays on the Commons, Spring Fest, and Oktoberfest.

2. Debt Service includes the repayment of loans to complete certain public works projects. Currently, there are three outstanding loans:

In FY04, a \$1,250,000 loan was made to complete the upgrade and expansion of the Wastewater Treatment Plant. As Impact Fees are collected from new home construction, they are applied to the loan.

In FY07, a \$1,440,000 loan was made to complete the Wesmond I & I relining program. For the next few years, developer proffers will supplement the annual payments.

In FY15, a \$2,304,000 loan was made to complete the Westerly I & I relining project.

Water and Wastewater Operating Fund

The Commissioners continuously strive to streamline both the water and wastewater operations and the handling of the Fund's budget in order to control escalating costs as much as possible. In general, improvements have been made, but inflationary pressures, aging infrastructure and increasingly stringent requirements continue to challenge the efforts to maintain a self sufficient water and wastewater operating account.

Over the past year, additional employees, increasing costs in salaries, benefits, communications, chemicals and maintenance have escalated operational expenses.

This year, the Commissioners have will adopt a 2% rate increase to achieve a balanced Fund.

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FY 2019 Budget

BUDGET REVIEW - Capital Projects and Spending

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General Capital Projects

The Capital Projects section of the budget sets the priorities for funding and spending for projects for the betterment of Poolesville as well as those projects necessary to maintain our infrastructure.

General Fund Capital projects are divided into seven accounts, with the following FY18 funding allocations:

2005	Office Equipment	\$13,500
2010	Municipal Buildings and Equipment	\$20,000
2015	Parks and Streets Equipment	\$135,750
2020	Vehicles	\$75,000
2025	Major Town Projects	\$164,853
2035	Parks and Recreation	\$60,000
2040	Major Street Repair Projects	\$324,000

Highlights of the General Capital Funding Plan include:

1. The 2005 account includes (see page 17 for details)
Funding for future office requirements, meter readers and water billing software upgrade
2. The 2010 account funds municipal building needs (see page 17 for details)
Town Hall maintenance and a dumpster pad.
3. The 2015 account funds general equipment and mower purchases (see page 18 for details)
Funds accumulating for holiday lights, replacement back-hoe, replacement skid loader and mowers
4. The 2020 account accumulates funding for a ten year replacement of vehicles (see page 19 for details)
Trucks on a ten-year replacement cycle
5. The 2025 account provides funding for major Town projects (see page 20 for details)
Street LED lighting replacement program, PHS Investment Fund
Funds are accumulating for Fisher Avenue Streetscape
6. The 2035 account includes (see page 21 for details)
Improvements on Whalen Commons and other park upgrades
7. The 2040 account includes road reconstruction projects (see page 22 for details)

Water and Wastewater Capital Projects

All Water and Wastewater Capital Projects are funded from the General Fund, and are independent of the operating budget discussed previously.

Water and Wastewater Projects are divided into five accounts, with the following FY17 allocations:

3130	Water Collection and Distribution	\$160,622
3150	Wastewater Systems	\$459,760
3167	Water and Wastewater Equipment	\$61,500
3169	Inflow and Infiltration	\$50,00
3170	General Infrastructure Programs	\$40.00

Highlights of the Water and Wastewater Capital Projects Funding Plan include:

1. The 3130 account includes (see page 29 for details):
Funding for Water tank painting, water valve replacements and Well 11 construction.
2. The 3150 account includes (see page 30 for details):
Accumulation of funds for several pump replacements/rebuilds for the WWTP and pump stations
Includes funding for the design of WWTP denitrification filters. (State Grant Funding)
3. The 3167 account includes (see page 31 for details):
Scheduled replacement of existing equipment.
Funds for water meters
4. The 3169 account provides funding for the repair of the Town's sewer system. (see page 32 for details)
5. The 3170 account provides funds for large unanticipated water and sewer infrastructure repairs. (see page 32 for details)

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FINANCIAL FORECAST: FY 19 Bgt. THROUGH FY 23

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Part 1[a] - Recap of Recent Seven-Line Budgets

Item	FY 17 Actual	FY 18 Budget	FY 18 Projection	FY 19 Budget
Revenue	3,601,320	3,478,478	3,478,478	3,595,697
Funding: General Projects	(528,983)	(684,350)	(684,350)	(698,250)
Funding: Water / Wastewater Projects	(426,000)	(373,500)	(373,500)	(462,122)
Sub-Total: Capital Projects	(954,983)	(1,057,850)	(1,057,850)	(1,160,372)
Operating Expenses	(2,306,825)	(2,415,350)	(2,415,350)	(2,431,662)
Total Annual Expenditures	(3,261,808)	(3,473,200)	(3,473,200)	(3,592,034)
Annual Balance	<u>\$339,512</u> 9.4%	<u>\$5,278</u> 0.2%	<u>\$5,278</u> 0.2%	<u>\$3,663</u> 0.1%

Notes

[1] Part 1[a] is a recap from Page 2.

Part 1[b] - Projections for Future Seven-Line Budgets

Based on the Figures from the FY 2019 Budget and the Current Five-Year Plan for Funding Capital Projects

Item	FY 20	FY 21	FY 22	FY 23
Revenue	3,704,114	3,813,614	3,909,184	4,006,246
Funding: General Projects	(671,700)	(713,500)	(691,000)	(736,000)
Funding: Water / Wastewater Projects	(505,000)	(520,000)	(550,000)	(545,000)
Sub-Total: Capital Projects	(1,176,700)	(1,233,500)	(1,241,000)	(1,281,000)
Operating Expenses	(2,521,084)	(2,571,388)	(2,662,593)	(2,714,716)
Total Annual Expenditures	(3,697,784)	(3,804,888)	(3,903,593)	(3,995,716)
Projected Balances	<u>\$6,330</u> 0.2%	<u>\$8,726</u> 0.2%	<u>\$5,591</u> 0.1%	<u>\$10,530</u> 0.3%

Part 2[a] - Recap of Current Financial Reserves

Item	FY 17 Actual	FY 18 Budget	FY 18 Projection	FY 19 Budget
Unspent Funds: General Projects	502,839	597,494	707,590	599,693
Unspent Funds: W & WW Projects	1,375,059	1,026,200	1,295,866	964,488
Sub-Total: Unspent Capital Funding	1,877,898	1,623,694	2,003,456	1,564,181
Unrestricted Reserve (Genl Fund)	837,383	714,923	761,161	629,823
Balance (Water / Wastewater Fund)	28	(84,738)	(22,020)	(72,722)
Restricted Funds	158,434	124,862	321,892	257,039
Total Financial Reserves On-Hand	<u>\$2,873,743</u>	<u>\$2,378,741</u>	<u>\$3,064,489</u>	<u>\$2,378,321</u>

Part 2[b] - Projections for Future Financial Reserves

Item	FY 20	FY 21	FY 22	FY 23
Unspent Funds: General Projects	1,035,193	876,693	1,404,693	1,140,693
Unspent Funds: W & WW Projects	1,364,488	1,489,488	2,019,488	2,409,488
Sub-Total: Unspent Capital Funding	2,399,681	2,366,181	3,424,181	3,550,181
Unrestricted Reserve (Genl Fund)	636,153	644,879	650,469	660,999
Balance (Water / Wastewater Fund)	(123,424)	(174,126)	(224,828)	(275,530)
Restricted Funds	257,039	257,039	257,039	257,039
Total Financial Reserves On-Hand	<u>\$3,169,449</u>	<u>\$3,093,973</u>	<u>\$4,106,861</u>	<u>\$4,192,689</u>

Notes

[1] Part 2[a] of Poolesville's Financial reserves is summarized from Page 2; see that page for details.

[2] Unspent Funding for Capital Projects may include Impact Fees, Grants, and Restricted Funds. See the section on Capital Projects for details.

[3] Unrestricted General Fund Reserves for Part 2[b] is based on the budget and the Close-Out projections from Part 1[b] above.

[4] Water & Wastewater Fund Balances in Part 2[b] are based on the current budget operating balance projection being constant over the next 4 years.

THE TOWN OF POOLESVILLE

FY 2019 Budget

RESTRICTED FUNDS and CASH SUMMARIES

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Ref. Page	Item or Description	Y/E 06/30/17 FY 17 Actual	Y/E 06/30/18 FY 18 Budget	Y/E 06/30/18 FY 18 Projection	Y/E 06/30/19 FY 19 Budget
RESTRICTED FUNDS					
[1]	Chesapeake Bay Restoration Fee				
	Funds Collected With Water Bills	118,252	111,645	118,252	111,645
	Admin Fee	(5,602)	(5,582)	(5,602)	(5,582)
	Paid To Maryland	(112,035)	(106,063)	(112,035)	(106,063)
	Balance Forward	0	0	0	0
	Closing Balance: Year End	615	0	615	0
[2]	Sewer Connection Fee				
	Funds Collected	36,348	0	0	0
	Balance Forward	0	0	16,348	16,348
	Funds Allocated	(20,000)	0	0	0
	Closing Balance: Year End	16,348	0	16,348	16,348
[3]	Development Recreation Fee				
	Funds Collected	0	0	0	0
	Balance Forward	29,180	29,180	29,180	29,180
	Funds Allocated	0	0	0	0
	Closing Balance: Year End	\$29,180	\$29,180	\$29,180	\$29,180
[4]	Community Events Roll-Over Funds				
	Funds Collected	28,765	0	11,250	0
	Balance Forward	14,381	14,381	9,377	20,627
	Funds Allocated	(33,769)	0	0	0
	Closing Balance: Year End	\$9,377	\$14,381	\$20,627	\$20,627
[5]	Economic Development				
	Funds transferred	0	0	0	25,000
	Balance Forward	3,205	3,205	3,205	3,205
	Funds Allocated	0	0	0	0
	Closing Balance: Year End	\$3,205	\$3,205	\$3,205	\$28,205
[6]	Reforestation Fees				
	Fees Collected	44,039	0	142,208	0
	Balance Forward	16,074	60,113	39,221	181,429
	Funds Allocated	(20,892)	0	0	(40,000)
	Closing Balance: Year End	\$39,221	\$60,113	\$181,429	\$141,429
[7]	Speed Camera Revenue				
	Fees Collected	31,870	0	0	0
	Balance Forward	17,983	17,983	49,853	49,853
	Funds Allocated	0	0	0	(49,853)
	Closing Balance: Year End	\$49,853	\$17,983	\$49,853	\$0
[8]	Development Funds				
	Kettler Proffer				
	Fees Collected	21,250	0	10,000	0
	Balance Forward	0	0	11,250	21,250
	I&I Loan	(10,000)	0	0	0
	Closing Balance: Year End	\$11,250	\$0	\$21,250	\$21,250
	Transfers From Restricted Funds				
	For General Fund	0	0	0	0
	For General Capital Projects	0	0	0	(89,853)
	For W/WW Capital Projects	0	0	0	0
	Closing Balance - All Restricted Funds	\$158,434	\$124,862	\$321,892	\$257,039
	(Not Including Bay Restoration Funds)				

SUMMARY OF CASH ASSETS AT YEAR END

Ref. Pg.	General Fund				
5	Unrestricted Funds at Year End	837,383	714,923	761,161	629,823
5	Accumulated Unspent Funds for Capital Projects	502,839	597,494	707,590	599,693
	Total Funds on Hand	\$1,340,222	\$1,312,417	\$1,468,751	\$1,229,516
21	Water and Wastewater Fund				
	Unrestricted Funds at Year End	28	(84,738)	(22,020)	(72,722)
21	Accumulated Unspent Funds for Capital Projects	1,375,059	1,026,200	1,295,866	964,488
	Total Funds on Hand	\$1,375,087	\$941,462	\$1,273,846	\$891,766
2	Restricted Funds				
	Top of Page	\$158,434	\$124,862	\$321,892	\$257,039
3	Impact Fees				
	Gen. Fund Impact Fee Balance at Year End	\$71,674	\$175,003	\$99,984	\$181,309
	W & WW Impact Fee Balance at Year End	\$507,232	\$652,568	\$619,363	\$830,818
	TOTAL CASH ASSETS AT YEAR END	\$3,452,649	\$3,206,312	\$3,783,836	\$3,390,449

Notes

- [1] The Chesapeake Bay Restoration Fund is a mandated program instituted by the State of Maryland. By law, the Town is required to collect \$15.00 per quarter on each water and wastewater bill issued.
- [2] Fee levied against new connections to the water/sewer system that are not part of the Impact Fee schedule. Funds collected supplement the Inflow and Infiltration loan debt service payment that funded the increased capacity.
- [3] Funds collected in lieu of parkland dedication.
- [4] Funds collected during events and used to supplement future events.
- [5] Funds earmarked to support the proposed Grape Crush Facility.
- [6] Funds collected in lieu of forest conservation.
- [7] Revenue sharing with Montgomery County
- [8] Kettler Proffer, \$1,250 per household used to supplement Inflow and Infiltration Loan debt service payment.

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SCHEDULE of IMPACT FEES

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Acct No.	Item or Description	Pct.	FY 17 Actual	FY 18 Projection	FY 19 Bgt. Budget	----- Forward Planning Cycle -----			
						FY 20	FY 21	FY 22	FY 23
	Number of New Homes (in Fiscal Year)		19	20	30	30	30	30	18
	Impact Fee per New Home		12,116	12,116	12,322	12,531	12,744	12,961	13,181
	Total Impact Fees: New Homes		230,204	242,320	369,659	375,943	382,334	388,834	237,267
	Other Impact Fees (Commercial)								
	Total: All Impact Fees		\$230,204	\$242,320	\$369,659	\$375,943	\$382,334	\$388,834	\$237,267
4005	Recreation	17.0%	39,135	41,194	62,842	63,910	64,997	66,102	40,335
	Public Facilities	5.0%	11,510	12,116	18,483	18,797	19,117	19,442	11,863
4000	Total: General Fund Capital Projects	22.0%	\$50,645	\$53,310	\$81,325	\$82,707	\$84,114	\$85,544	\$52,198
1110	Water System	48.0%	110,498	116,314	177,436	180,453	183,521	186,640	113,888
1120	Wastewater System	30.0%	69,061	72,696	110,898	112,783	114,699	116,650	71,181
1100	Total: Water/Wastewater Capital Projects	78.0%	\$179,559	\$189,010	\$288,334	\$293,236	\$298,220	\$303,290	\$185,069

Notes

- [1] Impact Fees escalate at a rate of 1.7% per Fiscal Year; new rates become effective at the start of each Fiscal Year (1-July).
- [2] Impact Fee Amounts and Distribution reflect the data 2009 adopted fee schedule.
- [3] Impact Fee reimbursements are for Brightwell Crossing for the installation of park systems.

Allocation and Expenditure of Impact Fees

General Projects		FY 17 Actual	FY 18 Projection	FY 19 Bgt. Budget	----- Forward Planning Cycle -----			
					FY 20	FY 21	FY 22	FY 23
2030	Public Facility							
	New/Carried forward from Prior Years	24,104	12,116	18,483	18,797	19,117	19,442	11,863
	Reimbursement to General Fund							
	Actual / Projected Expenditures		(25,000)					
2035	Recreation Programs							
	b. New Park Systems							
	New/Carried forward from Prior Years	88,224	41,194		63,910	64,997	66,102	40,335
	Allocation of Impact Fees							
	Actual / Projected Expenditures							
	Reimbursement to Developers	(40,654)						
	General Fund Impact Fee Totals	\$71,674	\$99,984	\$118,467	\$201,174	\$285,288	\$370,832	\$423,030
Water & Wastewater Projects		FY 17 Actual	FY 18 Close-Out	FY 19 Bgt. Budget	----- Forward Planning Cycle -----			
					FY 20	FY 21	FY 22	FY 23
3130	Well Implementation							
	New/Carried forward from Prior Years	382,446	116,314	177,436	180,453	183,521	186,640	113,888
	Reimbursement to Developers							
	Allocation of Impact Fees							
	Actual / Projected Expenditures							
3150	Wastewater Treatment							
	Carried forward from Prior Years	201,665	72,696	110,898	112,783	114,699	116,650	71,181
	Allocation for Debt Service	(76,879)	(76,879)	(76,879)	(76,879)	(76,879)	(76,879)	(76,879)
	Water & Wastewater Fund Impact Fee Totals	\$507,232	\$619,363	\$830,818	\$1,047,176	\$1,268,517	\$1,494,928	\$1,603,118
Impact Fee Balances On Hand								
General Fund Impact Fees								
	On Hand at Start of Fiscal Year	61,683	71,674	99,984	181,309	264,016	348,130	433,674
	New Impact Fees Received	50,645	53,310	81,325	82,707	84,114	85,544	52,198
	Less Fees Expended (actual or Planned)	(40,654)	(25,000)	0	0	0	0	0
	Gen. Fund Impact Fee Balance at Year End	\$71,674	\$99,984	\$181,309	\$264,016	\$348,130	\$433,674	\$485,872
Water and Wastewater Fund Impact Fees								
	On Hand at Start of Fiscal Year	404,552	507,232	619,363	830,818	1,047,176	1,268,517	1,494,928
	New Impact Fees Received	179,559	189,010	288,334	293,236	298,220	303,290	185,069
	Less Fees Expended (actual or Planned)	(76,879)	(76,879)	(76,879)	(76,879)	(76,879)	(76,879)	(76,879)
	W & WW Impact Fee Balance at Year End	\$507,232	\$619,363	\$830,818	\$1,047,176	\$1,268,517	\$1,494,928	\$1,603,118

THE TOWN OF POOLESVILLE

FY 2019 Budget

OVERVIEW - Budgets and Taxes

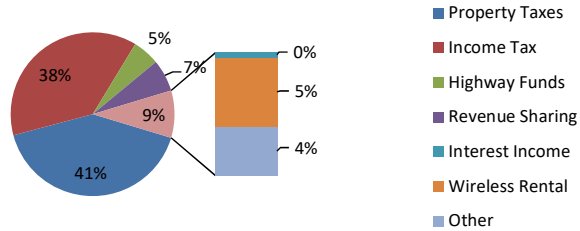
Public Draft

Printed: 11-Apr-18

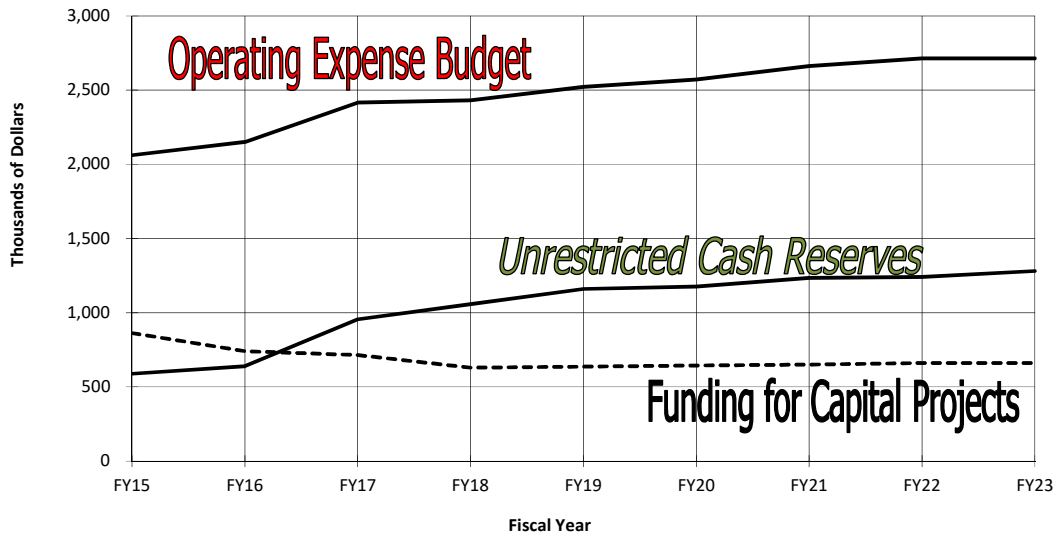
As shown by the chart on the right, Poolesville's revenue comes from six major sources and many smaller ones. In addition, revenue may be received from Impact Fees and State Grants for specific projects. Those are highlighted in the appropriate areas of this Budget.

The curves below track the application of these funds for this fiscal year as well as the past 5 years. Projections and Reserves are also shown for the next 3 years. The charts on the bottom highlight the Town's assessable tax base over the same period and also reviews the property tax rate for the past 5 years.

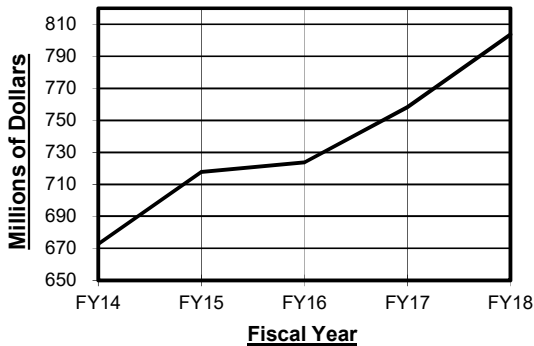
FY17 Revenue Sources



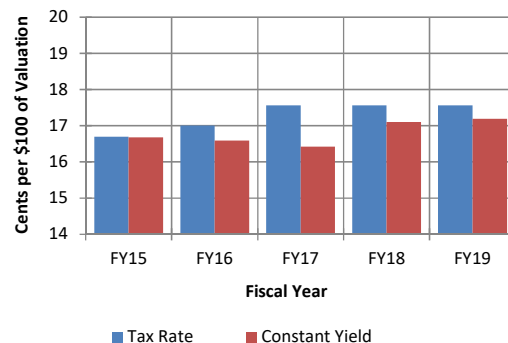
General Fund: Expenditures, Reserves, and Trends



**Total Property Assessment
(100% Valuation)**



**Town Property Tax Rate
(100% Valuation)**



THE TOWN OF POOLSVILLE

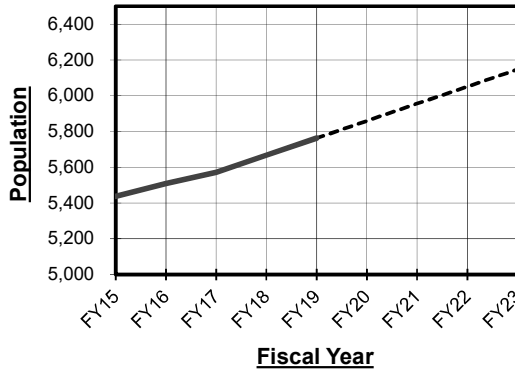
FY 2019 Budget

OVERVIEW - Town Population and Public Infrastructure

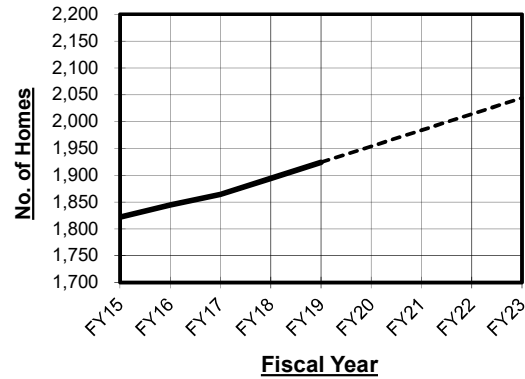
Public Draft

Printed: 11-Apr-18

Town Population



Number of Homes

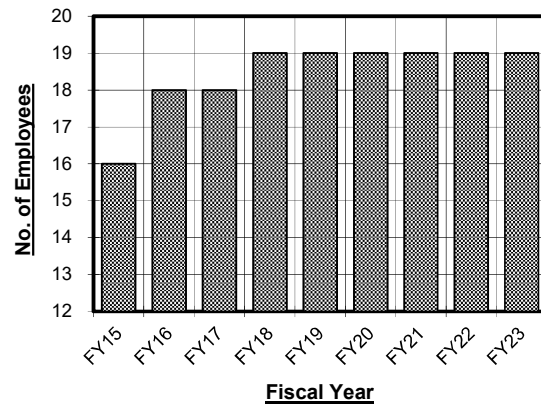


The population chart reflects the 2010 Census results of 4,883 and an updated 2016 Maryland State Planning Data report of 5,190. Future growth projections are calculated using 20 houses per year, with 3.2 persons per household. The population target remains at 6,500 per the 2011 Master Plan.

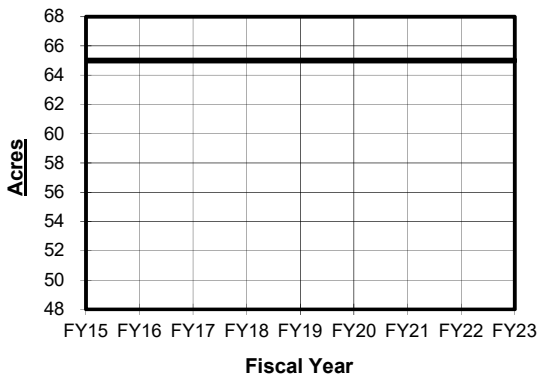
In addition to the increase in the number of homes that will occur, over the next several years, the miles of Town streets used by our residents and maintained by Town staff will increase. Likewise, the acreage of Town parks and recreational areas will also increase. With the developer parkland dedication requirements, developed recreational areas will increase to over 65 acres as depicted on the chart below.

As the Town has grown, personnel and equipment needs have been proactively addressed to accommodate the future requirements of the parks, road maintenance, wells and wastewater treatment.

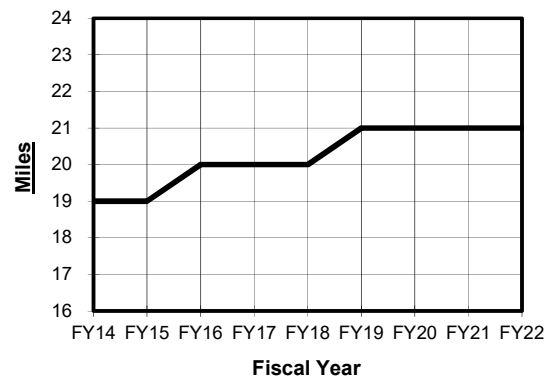
Town Employees



Acres of Town Parkland



Miles of Town Roads



THE TOWN OF POOLESVILLE

FY 2019 Budget

SCHEDULE of OUTSTANDING DEBT

Public Draft

Printed: 11-Apr-18

Item No.	Description	Pay-off Year & Interest Rate	Balance: Y/E 06/30/18	FY 17 Actual	FY 18 Projection	FY 19 Bgt. Budget	----- Forward Planning Cycle -----			
							FY 20	FY 21	FY 22	FY 23
	GENERAL PROJECTS DEBT SERVICE									
1	No Debts Outstanding									
	Sub-total: General Projects		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	WATER & WASTEWATER PROJECTS DEBT SERVICE									
2	WWTP Exp & BNR Upgrade Original Loan for \$1,250,000 in 2004 for 20 years. <i>Use of Impact Fees</i>	FY24 - 1.20% [Maryland]	490,612							
3	Wesmond I&I Loan Original Loan for \$1,440,000 in 2007 for 20 years <i>Use of Kettler Proffer</i>	FY27 - 1.0% [Maryland] \$112,500	307,148	76,879	76,879	76,879	76,879	76,879	76,879	76,879
4	Westerly I&I Loan Original Loan for \$2,297,978 in 2013 for 20 years <i>Use of Connection Fees</i>	FY33 - 2.1% [Maryland]	1,980,284	138,870	151,962	151,962	151,962	151,962	151,962	151,962
	Sub-total: Water & Wastewater Projects									
	Paid From General Funds			\$212,468	\$225,560	\$225,563	\$225,563	\$225,563	\$225,563	\$225,563
	Paid From Unrestricted Funds			\$0	\$0	\$0				
	Paid From Restricted Funds		\$0	\$106,879	\$86,879	\$86,879	\$86,879	\$76,879	\$76,879	\$76,879
	TOTAL: ALL DEBT SERVICE		\$2,778,044	\$319,347	\$312,439	\$312,442	\$312,442	\$302,442	\$302,442	\$302,442

Notes

- [1] There are no outstanding loans for General Fund Capital Projects.
- [2] The WWTP Expansion and Upgrade loan was based on the expansion portion of the construction. As Impact Fees are collected, they are be applied towards the loan.
- [3] The Wesmond Inflow & Infiltration (I&I) loan facilitated the completion the relining efforts in the Wesmond Subdivision. Proffers from developers are allocated towards this loan.
- [4] The Westerly Inflow and Infiltration (I&I) loan provided a complete reline of main sewer lines and the relining and installation of clean-out on the public side of each lateral. Connection Fees are applied to this loan.

THE TOWN OF POOLESVILLE

FY 2019 Budget

GENERAL FUND REVENUE SUMMARY

Public Draft

Printed: 11-Apr-18

Acct No.	Account Name	Y/E 06/30/17 FY 17 Actual	Y/E 06/30/18 FY 18 Budget	Y/E 06/30/18 FY 18 Projection	Y/E 06/30/19 FY 19 Budget
<u>General Revenue</u>					
<u>Part A - External Sources</u>					
111	Property Taxes	1,371,928	1,411,196	1,411,196	1,482,597
112	P/P Property Unincorporated	1,976	6,000	6,000	5,000
113 & 114	P/P Public Utilities / Ordinary Corp.	59,760	45,000	45,000	55,000
311.4	Revenue Sharing	228,936	210,634	210,634	228,936
330.5	Property Tax Grant	722	722	722	722
360.1	Income Tax	1,360,066	1,360,000	1,360,000	1,360,000
156	Highway User Revenue	176,289	184,682	184,682	190,000
222	Franchise / Traders License	64,887	30,000	30,000	30,000
121	Interest Income (120 & 465)	13,499	5,000	5,000	12,000
223	Building / Plumbing Permits	28,158	20,000	20,000	20,000
482	Senior Program	0	0	0	0
412	Zoning / Development Fees	53,624	15,000	15,000	15,000
414	Sale of Town Documents	0	0	0	0
462	Rental Income - Wireless Antennas	174,873	182,000	182,000	188,198
469	Miscellaneous Income	57,856	2,000	2,000	2,000
469A	Private Hook-Up Repayment	1,140	1,244	1,244	1,244
480	Recreation Program	7,606	5,000	5,000	5,000
Sub-total: General Revenue (External Sources)		\$3,601,320	\$3,478,478	\$3,478,478	\$3,595,697
<u>Part B - Internal Transfers</u>					
<u>Application of Excess Unrestricted Funds</u>					
	For General Capital Projects	0	0	45,500	50,000
	For W/WW Capital Projects	200,000	0	36,000	60,000
	For Economic Development	0		0	25,000
Sub-total: General Revenue		\$3,801,320	\$3,478,478	\$3,559,978	\$3,730,697
<u>Impact Fee Revenue</u>					
475.1	Recreation	39,135	35,350	35,350	35,350
475.2	Public Facilities	11,510	10,400	10,400	10,400
Sub-total: Impact Fee Revenue		\$50,645	\$45,750	\$45,750	\$45,750
<u>Grants and Designated Funding</u>					
A	Program Open Space/Parks and Playgrounds	43,109	0	0	0
Sub-total: Grants and Designated Funding		\$43,109	\$0	\$0	\$0
<u>Restricted Revenue</u>					
470	Rec. Event Funding	28,765	0	0	0
457.4	Kettler Proffer	21,250	7,500	7,500	7,500
468	Reforestation Fees	44,039	0	0	0
475.5	Speed Camera Revenue	31,870	0	0	0
475	Dev. Rec. Fee	0	0	0	0
Sub-total: Restricted Revenue		\$125,924	\$7,500	\$7,500	\$7,500
Total: General Fund Revenue		\$4,020,998	\$3,531,728	\$3,613,228	\$3,783,947
<u>Account Descriptions</u>					
111 Property Taxes cover both commercial and residential properties at \$0.1756 per \$100 of assessed valuation..					
112 Personal Property Tax for Unincorporated businesses in Poolesville.					
113/114 These are Personal Property Tax accounts: 113 for Public Utilities (Verizon, Washington Gas), and 114 for other corporations in Poolesville					
311.4 Covers the Tax Duplication formula with the County and is based on the miles of Town roads.					
330.5 Covers bank shares and comes from Montgomery County, the same every year.					
360.1 Revenue is based on a State formula, Poolesville receives 17% of income tax collected within the corporate limits.					
Over 9 quarters, the town will repay the State for income tax received per the Wynne Case.					
156 The State computes this amount based on the miles of Town roads and the vehicles registered in Town by residents.					
222 Franchise Fees includes Comcast Cable TV, Verizon and a portion of the business licenses granted by the County.					
121 Interest earned on the General Fund savings account and our account with the County's Investment Fund.					
412 Zoning applications and Development fees for new subdivisions are offset by Expense Acct. 1210.					
462 Includes the rental of space on the Water Tower to Sprint, Verizon, AT&T and T-Mobile.					
480 Fees charged for participants in the Summer Recreation Program.					

THE TOWN OF POOLSVILLE

FY 2019 Budget

GENERAL FUND EXPENSE SUMMARY

Public Draft

Printed: 11-Apr-18

Acct No.	Account Name	Y/E 06/30/17 FY 17 Actual	Y/E 06/30/18 FY 18 Budget	Y/E 06/30/18 FY 18 Projection	Y/E 06/30/19 FY 19 Budget
500	Town Administration	201,677	212,919	212,919	210,980
600	Elections	5,538	0	0	6,200
700	Staff Salaries and Benefits	839,494	971,553	971,553	1,002,489
800	Law	25,246	40,000	40,000	40,000
900	Municipal Buildings & Operations	118,502	129,765	129,765	136,680
1000	Streets, Sidewalks, & Storm Drains	141,547	187,050	187,050	193,250
1100	Parks & Recreation	64,692	74,500	74,500	73,500
1200	Engineering	86,587	40,000	40,000	40,000
1300	Planning & Zoning	375	0	0	0
1400	Public Safety	35,275	28,000	28,000	28,000
1500	Municipal Services	479,224	506,000	506,000	475,000
1600	Grant to Water & Wastewater Fund	96,200	0	0	0
1700	Debt Service	212,468	225,563	225,563	225,563
Sub-total: General Fund Operating Expenses		\$2,306,825	\$2,415,350	\$2,415,350	\$2,431,662
2000	Funding for Capital Projects	528,983	684,350	684,350	698,250
3000	Granted for Water & Wastewater Capital Projects	426,000	373,500	373,500	462,122
Sub-total: General Fund Capital Expenses		\$954,983	\$1,057,850	\$1,057,850	\$1,160,372
Total: General Fund Expenses		<u>\$3,261,808</u>	<u>\$3,473,200</u>	<u>\$3,473,200</u>	<u>\$3,592,034</u>

Notes

[1] This page provides a broad overview of accounts. The following pages detail specific line items attributed to each category.

THE TOWN OF POOLESVILLE

FY 2019 Budget

GENERAL FUND EXPENSE DETAILS

Public Draft

Printed: 11-Apr-18

Acct No.	Account Name	Y/E 06/30/17 FY 17 Actual	Y/E 06/30/18 FY 18 Budget	Y/E 06/30/18 FY 18 Projection	Y/E 06/30/19 FY 19 Budget
500	<u>Town Administration</u>				
505	Executive Meetings and Training	14,459	15,625	15,625	15,625
510	Advertising	973	4,200	4,200	4,200
515	Dues and Subscriptions	13,660	13,135	13,135	14,205
530	Bonding and Employee Training	1,439	775	775	925
540	Accounting and Auditing	26,100	32,664	32,664	31,500
545	Printing and Duplicating	8,168	16,200	16,200	19,200
550	Communications	9,886	8,130	8,130	9,370
555	Office Supplies and Expense	12,721	12,590	12,590	11,130
565	Community Events	75,344	44,500	44,500	45,000
	<i>Use of Roll-Over Funds</i>	(33,769)	0	0	0
570	Community Goodwill	24,893	40,600	40,600	35,325
575	Economic Development/Marketing	47,803	24,500	24,500	24,500
Total: Acct 500 Town Administration		\$201,677	\$212,919	\$212,919	\$210,980

Account Descriptions

The Major Account Group 500 covers those expenses that are incurred in the day-to-day operation of Town affairs, including our municipal outreach to the community at large. The following breakdown is included in this general category:

505	Includes meetings and training the Commissioners and Town Manager attend, including the Maryland Municipal League (MML) Conferences, MML Montgomery County Chapter Meetings, Chamber of Commerce Meetings, meetings with State and County officials, and other official functions.
510	Advertising in the medi
515	Includes dues for organizations such as the MML and subscriptions for various publications
530	Includes bonding for the Town Manager and Town Clerk and training for all Town employees.
540	CPA Accounting assistance and costs for end of year audit.
545	Includes copying machine lease, copy paper, printing and postage for the Town Newsletter.
550	Includes telephone service in Town Hall and the Maintenance Building, fax machine, cellular phones for senior staff and Internet service.
555	Includes office supplies for both Town Hall and the Maintenance Building offices, as well as postage, business cards, etc.
565	Community Events:
	Holiday lighting ceremony 8,000
	Octoberfest 6,500
	Friday on the Commons 23,000
	Spring Fest 5,000
	Welcome Bags 500
	Big flea 2,000
570	Community Goodwill includes:
	Fireworks 11,250
	Grants 5,000
	Post Prom 1,325
	Poolesville Day 16,000
	Gifts for volunteers 750
	Misc 1,000
575	This includes costs for media outreach, digital media support, event support/advertising, press releases, social media/website content, tweets and business attraction.

THE TOWN OF POOLESVILLE

FY 2019 Budget

GENERAL FUND EXPENSE DETAILS

Public Draft

Printed: 11-Apr-18

Acct No.	Account Name	Y/E 06/30/17 FY 17 Actual	Y/E 06/30/18 FY 18 Budget	Y/E 06/30/18 FY 18 Projection	Y/E 06/30/19 FY 19 Budget
600	Elections				
605	Printing and Duplicating	2,044	0	0	2,200
610	Voting Machines and Supplies	2,643	0	0	3,000
615	Legal Fees	851	0	0	1,000
Total: Acct 600 Elections		\$5,538	\$0	\$0	\$6,200
700	Staff Salaries and Benefits				
705	Salaries	1,076,102	1,210,169	1,210,169	1,244,325
710	Social Security	82,322	92,578	92,578	95,191
715	Employee Benefits	277,376	282,397	282,397	295,141
720	Workmen's Compensation	55,797	54,603	54,603	57,353
Sub-Total: Salaries and Benefits for All Employees		1,491,597	1,639,747	1,639,747	1,692,010
750	Salary Burden Allocation				
755	Water/Wastewater Salary Burden	(591,513)	(615,725)	(615,725)	(635,636)
760	Wastewater Admin Salary Burden	(11,142)	(11,274)	(11,274)	(11,827)
765	Water Admin Salary Burden	(49,448)	(41,195)	(41,195)	(42,058)
Sub-Total: Salary Burden Allocations		(652,103)	(668,194)	(668,194)	(689,521)
Total: Acct 700 Staff Salaries and Benefits		\$839,494	\$971,553	\$971,553	\$1,002,489

Account Descriptions

The Major Account Group 600 has funds budgeted in every even-numbered year, when elections for Town Commissioners take place. Included is the cost of all pre-election preparation, election day activities, and follow-up as may be required.

605 These are costs associated with printing Absentee Ballots, delivered by certified mail, etc.

610 Costs include the rental of four voting machines and the services of one operator.

615 This account covers the costs of attorney's fees to meet with the Board of Elections, offer legal guidance, and respond to other inquiries.

The Major Account Group 700 includes salaries, social security, insurance, hospitalization, and retirement plan contributions for the Town Manager, Town Clerk-Treasurer, Deputy Clerk, the Public Works staff, Water and Wastewater staff, and other temporary employees, such as for the Summer Recreation Program, that may be hired. At present, Pooleville has a total of fifteen (18) employees.

705 Includes salaries for all Town employees.

710 Includes the costs for federally-mandated Social Security and Medicare programs.

715 This account includes the Town's voluntary benefits package, including Medical plan, Insurance plan, and Retirement contributions.

720 This account covers the cost of mandated Workmen's Compensation Insurance.

755, 760, 765

These accounts reflect the cost associated with salaries and benefits attributed to water and wastewater.

THE TOWN OF POOLSVILLE

FY 2019 Budget

GENERAL FUND EXPENSE DETAILS

Public Draft

Printed: 11-Apr-18

Acct No.	Account Name	Y/E 06/30/17 FY 17 Actual	Y/E 06/30/18 FY 18 Budget	Y/E 06/30/18 FY 18 Projection	Y/E 06/30/19 FY 19 Budget
800	Law				
805	Legal Fees	25,246	40,000	40,000	40,000
810	Legal Fees - Development	0	0	0	0
815	Code Organization	0	0	0	0
Total: Acct 800 Law		<u>\$25,246</u>	<u>\$40,000</u>	<u>\$40,000</u>	<u>\$40,000</u>
900	Municipal Buildings & Operations				
910	Insurance	18,554	23,700	23,700	23,700
915	Electricity and Heat	18,966	27,000	27,000	32,500
920	Maintenance and Building Supplies	2,992	6,500	6,500	7,000
925	Repairs and Maintenance	13,228	12,440	12,440	12,855
940	Uniforms	5,392	6,125	6,125	6,625
950	Vehicle Insurance	2,251	3,000	3,000	3,000
955	Truck Operations and Maintenance	56,207	50,000	50,000	50,000
960	Small Tools and Equipment	913	1,000	1,000	1,000
Total: Acct 900 Municipal Buildings & Operations		<u>\$118,502</u>	<u>\$129,765</u>	<u>\$129,765</u>	<u>\$136,680</u>

Account Descriptions

The Major Account Group 800 summarizes the costs associated with Poolesville's service contract with the Town Attorney.

- 805 The account covers attorney'
This includes costs for representing Poolesville in lawsuits and other challenges that may be raised by third parties.
- 810 This covers the review of Bond documentation, preparation of easements, review of site plans, and negotiations with property owners.
- 815 The Planning Commission has completed the Code Revisions.

The Major Account Group 900 covers general/liability insurance for Town Hall, the Maintenance Building, and Old Methodist Church. In addition, this Group cover the costs of electricity, maintenance, and supplies for all General Fund Town buildings, as well as costs associated with municipal operations.

- 910 Includes insurance coverage (property, general, and liability) for Town buildings and for insurance for the Commissioners acting as a legislative unit.
- 915 Electricity and Heat includes utility costs for Town buildings. In general, electricity is used to heat and air-condition all buildings.
- 920 This account covers the cost of all expendable and supply items, such as nuts, bolts, nails, cleaning supplies, paper towels, toilet paper, and other general supplies necessary to properly maintain and operate all Town buildings.
- 925 This account covers the cost of maintenance and repair of Town buildings. Townhall cleaning service, fire monitoring system, infestation control and Montgomery County Fire Code Inspections.
- 940 Includes expenses associated with providing proper work clothes, rain gear, cold weather gear, safety boots, etc.
- 950 This account covers the cost of maintaining insurance on Town vehicles.
- 955 This account covers the repair and maintenance, including the costs of gas and oil, for Town trucks and mowers.
- 960 This covers items such as hammers, screwdrivers, shovels, drills, etc., and other small items not generally included in the Capital Projects Budget.

THE TOWN OF POOLESVILLE

FY 2019 Budget

GENERAL FUND EXPENSE DETAILS

Public Draft

Printed: 11-Apr-18

Acct No.	Account Name	Y/E 06/30/17 FY 17 Actual	Y/E 06/30/18 FY 18 Budget	Y/E 06/30/18 FY 18 Projection	Y/E 06/30/19 FY 19 Budget
1000	Streets, Sidewalks, & Storm Drains				
1050	Repairs/Maintenance/Resurfacing	16,096	14,550	14,550	19,550
1055	Storm Drain Repair/Maintenance	12,683	15,200	15,200	15,200
1060	Street Signs	2,842	2,300	2,300	3,500
1065	Street Lighting	94,379	100,000	100,000	100,000
1070	Snow Removal	15,547	40,000	40,000	40,000
1085	Sidewalk Repair & Maintenance	0	15,000	15,000	15,000
Total: Acct 1000 Streets, Sidewalks, & Storm Drains		<u>\$141,547</u>	<u>\$187,050</u>	<u>\$187,050</u>	<u>\$193,250</u>

Account Descriptions

The Major Account Group 1000 covers all costs associated with the general maintenance and repair of all Town streets, storm water systems, street signs, street lighting, truck expenses, as well as the cost supplies and specific expenses for snow removal (note that Town staff salaries, including overtime, for snow removal, are Included in Account Group 700).

- 1050 This account includes minor repair and maintenance to roads following water main breaks and other road surface failures with gravel and cold patch. Permanent repairs are completed when major resurfacing projects are scheduled as identified in the Capital Projects section of this Budget.
- 1055 Included in this account are the costs for the cleaning of, and minor repairs to, storm drain inlets and pipes. Again, major work items are included in the Capital Projects section of this Budget.
- 1060 This account covers the installation of new street signs, and the repair/replacement of older signs, as may be required.
- 1065 The operation of the Town's r
Power, including maintenance and electric cost.
- 1070 Included in this account is the cost of salt, and other materials that may be spread on Town roads, as may be required during snow/ice events. It also includes the cost of special items that may be needed for snow removal, as well as the cost of equipment repairs specifically due to snow removal.
- 1085 This account covers the cost of repairing and maintaining all Town sidewalks.

THE TOWN OF POOLESVILLE

FY 2019 Budget

GENERAL FUND EXPENSE DETAILS

Public Draft

Printed: 11-Apr-18

Acct No.	Account Name	Y/E 06/30/17 FY 17 Actual	Y/E 06/30/18 FY 18 Budget	Y/E 06/30/18 FY 18 Projection	Y/E 06/30/19 FY 19 Budget
1100	Parks & Recreation				
1150	Park Lighting	8,133	9,700	9,700	9,700
1155	Park Repair and Maintenance	43,561	40,000	40,000	40,000
1160	Streetscape (Tree) Expense	0	10,000	10,000	10,000
1165	Street Tree Maintenance	30,892	10,000	10,000	10,000
	Use of Reforestation Fees	(20,892)			
1170	Recreation Program	2,998	4,800	4,800	3,800
Total: Acct 1100 Parks & Recreation		\$64,692	\$74,500	\$74,500	\$73,500
1200	Engineering				
1205	General Engineering	44,803	30,000	30,000	30,000
1210	Engineering Development	41,784	10,000	10,000	10,000
Total: Acct 1200 Engineering		\$86,587	\$40,000	\$40,000	\$40,000
1300	Planning & Zoning				
1300	Planning and Zoning	375	0	0	0
Total: Acct 1300 Planning & Zoning		\$375	\$0	\$0	\$0

Account Descriptions

The Major Account Group 1100 covers those expenses associated with maintaining Poolesville's parks, and the aesthetics of the Town streets. Included also are the costs of summer recreation programs. In general, major projects are included in the Capital Projects section of the Budget.

- 1150 This includes the cost of lighting of the tennis and basketball courts at Halmos Park, and the security lights at Halmos and Stevens Parks.
- 1155 This account covers the cost of repair and maintenance of equipment in the tot lots, as well as the baseball field fences and bleachers. It also includes re-seeding the fields as necessary, annual fertilizing and weed killing treatments, gravel to repair parking lot damage, as well as mosquito control. Major projects addressing the upkeep of our recreational facilities are included in the Capital Projects section.
- 1160 This line item covers the cost of the purchasing and planting of all street trees.
- 1165 This account primarily addresses the costs for the maintenance and replacement of existing street trees and the miscellaneous purchase of shrubs and annuals.
- 1170 Included are the costs for equipment, and supplies.

The Major Account Group 1200 covers the costs associated with the services contract with the Town Engineer for general engineering services, including attendance at Town meetings and other projects as directed by the Commissioners and/or Town Manager. It also includes the cost of services rendered for supervision of building roads, sidewalks, storm drainage systems, and other infrastructure in new subdivisions.

- 1205 This account captures the cost of providing the services described above, other than costs charged directly to specific Capital Projects.
- 1210 Some of the costs in this account are offset by the receipt of developer fees.
- 1300 This account provides funding for reports, surveys, duplicating or publishing of plans and reports specific to the duties of the Planning Commission.

THE TOWN OF POOLESVILLE

FY 2019 Budget

GENERAL FUND EXPENSE DETAILS

Public Draft

Printed: 11-Apr-18

Acct No.	Account Name	Y/E 06/30/17 FY 17 Actual	Y/E 06/30/18 FY 18 Budget	Y/E 06/30/18 FY 18 Projection	Y/E 06/30/19 FY 19 Budget
1400	Public Safety				
1425	Code Enforcement Officer	12,000	20,000	20,000	20,000
1435	Plumbing Inspection	23,275	8,000	8,000	8,000
Total: Acct 1400 Public Safety		<u>\$35,275</u>	<u>\$28,000</u>	<u>\$28,000</u>	<u>\$28,000</u>
1500	Municipal Services				
1500	Trash Collection	479,224	506,000	506,000	475,000
Total: Acct 1500 Municipal Services		<u>\$479,224</u>	<u>\$506,000</u>	<u>\$506,000</u>	<u>\$475,000</u>
1600	Grant to Water & Wastewater Fund				
1600	Grant to Water & Wastewater Fund	96,200	0	0	0
Total: Acct 1600 Grant to Water & Wastewater Fund		<u>\$96,200</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
1700	Debt Service				
1700	Debt Service (Principal & Interest)	212,468	225,563	225,563	225,563
Total: Acct 1700 Debt Service		<u>\$212,468</u>	<u>\$225,563</u>	<u>\$225,563</u>	<u>\$225,563</u>

Account Descriptions

The Major Account Group 1400 covers the activities of the Code Enforcement Officer and the Plumbing Inspector.

1425 This is a contract position established to insure enforcement of Poolesville's Code.

1435 This is a contract position covering the inspection of new connections to the municipal system and gas connections, as well as alterations to existing connections. In general, the costs in this account are offset by the permit fees in revenue account 223.

The Major Account Group 1500, Municipal Services, includes the cost associated with the Town's contract with Bates Trash Service to provide regular residential trash, yard waste and recycling pickup.

The Major Account Group 1600 is used to maintain a positive balance in the Water & Wastewater operating account. Funds are intermittently transferred on an as-needed basis at the direction of the Town Manager, with the cognizance of the Commissioners. Funds for Water & Wastewater Capital Projects are funded separately by the General Fund as part of the Town's overall Capital Projects program, and are identified elsewhere in this Budget.

The Major Account Group 1700 covers the repayment of loans incurred for past Capital Projects. The details of the current outstanding loans are found on page 6. The Commissioners have adopted a policy that all Capital Projects, both General Fund and Water/Wastewater Fund are paid for by General Revenues.

THE TOWN OF POOLSVILLE

FY 2019 Budget

GENERAL FUND - CAPITAL PROJECTS SUMMARY

Public Draft

Printed: 11-Apr-18

Acct No.	Item or Description	Year To Do	Est. Project Cost	Prior Bal. + FY 17 Act.	FY 18 Projection	FY 19 Bgt. Budget	----- Forward Planning Cycle -----			
							FY 20	FY 21	FY 22	FY 23
<u>Project Funding</u>										
2005	Office Equipment		18,600	5,556	17,100	13,500	6,000	6,000	6,000	6,000
2010	Municipal Buildings		1,784,700	83,317	76,500	65,000	29,200	25,000	25,000	25,000
2015	Parks & Streets Equipment		447,100	90,349	106,250	135,750	119,500	72,500	55,000	60,000
2020	Vehicles		615,000	76,736	60,000	75,000	85,000	100,000	95,000	60,000
2025	Major Town Projects		55,000	129,473	117,500	164,853	90,000	90,000	90,000	140,000
2035	Park Projects		465,500	242,626	85,500	60,000	20,000	20,000	20,000	20,000
2040	Major Street Repair Projects		2,045,000	754,041	292,000	324,000	322,000	400,000	400,000	425,000
	Total Funding Allocations		\$5,430,900	\$1,382,098	\$754,850	\$838,103	\$671,700	\$713,500	\$691,000	\$736,000
<u>Direct Funding</u>										
2005	Transfer of Unrestricted Funds									
2010	Use of Impact Fees			3,902	25,000					
2025	Transfer of Unrestricted Funds				25,000	25,000				
	Speed Camera Revenue					49,853				
2035	Use of Reforestation Fees					40,000				
	MD Grants			80,000	20,500					
2040	Transfer of Unrestricted Funds			120,000						
	Sub-total: Direct Funding			\$203,902	\$70,500	\$139,853	\$0	\$0	\$0	\$0
2000	Funding by General Funds [Total less Direct Funding]			\$1,178,196	\$684,350	\$698,250	\$671,700	\$713,500	\$691,000	\$736,000
<u>Project Expenditures</u>										
				FY 17 Act.						
2005	Office Equipment			(3,108)	(3,600)	(15,000)	0	0	0	0
2010	Municipal Buildings			(21,407)	(134,395)	(20,000)	(4,200)	0	0	0
2015	Parks & Streets Equipment			(13,608)	(43,143)	(120,000)	(167,000)	(40,000)	(18,000)	(120,000)
2020	Vehicles			0	(55,000)	0	(65,000)	(110,000)	(145,000)	(55,000)
2025	Major Town Projects			(29,697)	(215,279)	(25,000)	0	0	0	0
2035	Park Projects			(58,720)	(98,682)	(150,000)	0	0	0	0
2040	Major Street Repair Projects			(752,719)	0	(616,000)	0	(722,000)	0	(825,000)
	Total Expenditures			(\$879,259)	(\$550,099)	(\$946,000)	(\$236,200)	(\$872,000)	(\$163,000)	(\$1,000,000)
<u>Account Balance by Year</u>										
2005	Office Equipment			2,448	15,948	14,448	20,448	26,448	32,448	38,448
2010	Municipal Buildings			61,910	4,015	49,015	74,015	99,015	124,015	149,015
2015	Parks & Streets Equipment			76,741	139,848	155,598	108,098	140,598	177,598	117,598
2020	Vehicles			76,736	81,736	156,736	176,736	166,736	116,736	121,736
2025	Major Town Projects			99,776	1,997	141,850	231,850	321,850	411,850	551,850
2035	Park Projects			183,906	170,724	80,724	100,724	120,724	140,724	160,724
2040	Major Street Repair Projects			1,322	293,322	1,322	323,322	1,322	401,322	1,322
	Account Balance by Year			\$502,839	\$707,590	\$599,693	\$1,035,193	\$876,693	\$1,404,693	\$1,140,693

Notes

- [1] This page summarizes the seven Capital Projects accounts associated with General Fund capital expenditures. The summary is divided into three sections as follows:
- * The top part of the page summarizes the costs of the various projects and the overall funding streams developed to implement those projects. Also included in the top section is a summary of all special funding available to augment the regular General Funding. The bottom line in the top section, Acct. 2000, subtracts the special funding and identifies the Net Amount which has been, or will be, funded from General Fund Revenues.
 - * The middle part of the page summarizes the programmed expenditures of the funds to accomplish the various capital projects.
 - * The bottom part of the page reflect the remaining balances in each of the accounts at the end of each Fiscal Year.
- [2] See the following Capital Account pages for detailed information.

THE TOWN OF POOLSVILLE

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GENERAL FUND - CAPITAL PROJECTS

Public Draft

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Acct No.	Item or Description	Year To Do	Est. Project Cost	Prior Bal. + FY 17 Act.	FY 18 Projection	FY 19 Bgt. Budget	Forward Planning Cycle			
							FY 20	FY 21	FY 22	FY 23
2005										
Project Funding										
Office Equipment										
Carry-over funds: Completed Projects										
Carry-Over Funds allocated to projects										
1	Future Office Requirements	Open		5,556	6,000	6,000	6,000	6,000	6,000	6,000
2	Water Billing Software Upgrade	FY18	3,600		3,600					
3	Water Meter Readers	FY19	15,000		7,500	7,500				
Total Funding Allocations			\$18,600	\$5,556	\$17,100	\$13,500	\$6,000	\$6,000	\$6,000	\$6,000
2005										
Project Expenditures										
Office Equipment										
1	Office Equipment	Open		(3,108)						
2	Water Billing Software Upgrade	FY18			(3,600)					
3	Water Meter Readers	FY19				(15,000)				
Total Expenditures				(\$3,108)	(\$3,600)	(\$15,000)	\$0	\$0	\$0	\$0
2005										
Account Balance by Year										
				\$2,448	\$15,948	\$14,448	\$20,448	\$26,448	\$32,448	\$38,448

Notes										
Shading key in Table: FY 17 Expenditures/Closed Projects Budgeting, Planned Expenditures for this Budget Year <i>The indicated funding balances for closed/completed projects are transferred to the Carry-Over Funds in the year following closure.</i>										
Project Definitions										
2005										
The Office Equipment Account covers the purchase of durable office equipment with an expected service life of more than 3 years.										
1	This is for the replacement of existing equipment.									
2	This is a required upgrade for the Deputy Clerk's billing system and improvements to allow electronic billing and auto payment.									
3	Replacement of the existing hand held meter readers.									

Acct No.	Item or Description	Year To Do	Est. Project Cost	Prior Bal. + FY 17 Act.	Projection	FY 19 Bgt. Budget	Forward Planning Cycle			
							FY 20	FY 21	FY 22	FY 23
2010										
Project Funding										
Municipal Buildings										
Carry-over funds: Completed Projects										
Carry-Over Funds allocated to projects										
1	Storage Building Addition	FY15	25,000	20,928						
2	Historic Methodist Church	FY15	25,000	12,215						
3	Community Center	Open	1,600,000			20,000	20,000	20,000	20,000	20,000
Use of Unrestricted Reserves										
4	Town Hall Maintenance	Open	30,000		20,000	10,000	5,000	5,000	5,000	5,000
Use of Impact Fees										
5	WWTP Metal Doors	FY17	8,200	3,817						
6	Storage Building - Town Hall	FY17	15,000	13,440			4,200			
7	Fence Replacement	FY18	6,500		6,500					
8	Pole Barn Equipment Storage	FY18	50,000	25,000	25,000					
9	LED Electronic Sign	FY18	25,000							
Budget Amendment 2/20/18										
10	Waste Dumpster Ramp Pad	FY19			25,000	10,000				
Total Funding Allocations			\$1,784,700	\$83,317	\$76,500	\$65,000	\$29,200	\$25,000	\$25,000	\$25,000
2010										
Project Expenditures										
Municipal Buildings										
1	Storage Building Addition	FY15		(4,150)	(16,778)					
2	Historic Methodist Church	FY15			(12,215)					
3	Community Center	Open								
4	Town Hall Maintenance	Open			(23,902)	(10,000)				
5	WWTP Metal Doors	FY17		(3,817)			(4,200)			
6	Storage Building - Town Hall	FY17		(13,440)						
7	Fence Replacement	FY18			(6,500)					
8	Pole Barn Equipment Storage	FY18			(50,000)					
9	LED Electronic Sign	FY18			(25,000)					
10	Waste Dumpster Ramp Pad	FY19				(10,000)				
Total Expenditures				(\$21,407)	(\$134,395)	(\$20,000)	(\$4,200)	\$0	\$0	\$0
2010										
Account Balance by Year										
				\$61,910	\$4,015	\$49,015	\$74,015	\$99,015	\$124,015	\$149,015

Notes										
Shading key in Table: FY 17 Expenditures/Closed Projects Budgeting, Planned Expenditures for this Budget Year <i>The indicated funding balances for closed/completed projects are transferred to the Carry-Over Funds in the year following closure.</i>										
Project Definitions										
2010										
The Municipal Buildings Account covers the major maintenance of, and additions to, existing Town properties.										
1	The addition will provide additional equipment storage for Parks Department.									
2	The Historic Methodist Church (Thrift Shop) maintenance fund.									
3	Funds for a multi use facility to be constructed in-conjunction with the new high school.									
4	Interior caulking, painting and carpet replacement/exterior painting.									
5	Replacement of existing metal doors. FY17 Rear Doors, FY 20 Front.									
6	New storage building to house event equipment, event signs and banners.									
7	Replacement of existing fence around maintenance facility.									
8	New storage building to house back-hoe, sewer jet and generators.									
9	Replacement of existing information sign.									
10	Used for loading project spoils.									

THE TOWN OF POOLESVILLE

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GENERAL FUND - CAPITAL PROJECTS

Public Draft

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Acct No.	Item or Description	Year To Do	Est. Project Cost	Prior Bal. + FY 17 Act.	FY 18 Projection	FY 19 Bgt. Budget	Forward Planning Cycle			
							FY 20	FY 21	FY 22	FY 23
Project Funding										
2015	Parks & Streets Equipment			5,879						
	Carry-over funds: Completed Projects									
	Carry-Over Funds allocated to projects									
1	Accm.for Current and Future Equip Require.			20,785	20,000	20,000	20,000	20,000	20,000	20,000
a	Weed Eater	FY16	600							
b	Welder/Generator	FY17	2,000							
c	Impact Tools	FY17	1,000							
d	Seeder	FY17	500							
e	Bush Hog	FY18	1,500							
2	Emergency Lights	FY17	7,500	5,622						
3	72" Mower	FY18	15,000	7,500	7,500					
4	11' Batwing Mower	FY19	60,000	15,000	20,000	25,000				
5	Skid Loader	FY19	50,000	12,500	18,750	18,750				
6	72" Mower	FY20	15,000			7,500	7,500			
7	Club Cart	FY20	9,000			4,500	4,500			
8	Back-Hoe	FY20	90,000	10,000	30,000	20,000	30,000			
9	Mini Excavator	FY20	35,000			15,000	20,000			
10	72" Mower	FY21	15,000				7,500	7,500		
11	Mule (Utility Vehicle)	FY21	15,000			5,000	5,000	5,000		
12	72" Mower	FY23	15,000						5,000	5,000
13	16' Batwing Mower	FY23	95,000			10,000	15,000	25,000	20,000	25,000
15	Holiday Lights	Open	20,000	13,063	10,000	10,000	10,000	10,000	10,000	10,000
	Total Funding Allocations		\$447,100	\$90,349	\$106,250	\$135,750	\$119,500	\$72,500	\$55,000	\$60,000
Project Expenditures										
2015	Parks & Streets Equipment			<u>FY 17 Act.</u>						
1	Accm.for Current and Future Equip Require.									
a	Replacement salt spreaders	Open			(8,000)		(8,000)		(8,000)	
b	Weed Eater	FY16		(638)						
c	Welder/Generator	FY17		(1,600)						
d	Impact Tools	FY17		(828)						
e	Seeder	FY17		(500)						
f	Bush Hog	FY18			(1,500)					
2	Emergency Lights	FY17		(5,622)						
3	72" Mower	FY18			(15,000)					
4	11' Batwing Mower	FY19				(60,000)				
5	Skid Loader	FY19				(50,000)				
6	72" Mower	FY20					(15,000)			
7	Club Cart	FY20					(9,000)			
8	Back-Hoe	FY20					(90,000)			
9	Mini Excavator	FY21					(35,000)			
10	72" Mower	FY21						(15,000)		
11	Mule (Utility Vehicle)	FY21						(15,000)		
12	72" Mower	FY23								(15,000)
13	16' Batwing Mower	FY23								(95,000)
14	Holiday Lights	Open		(4,420)	(18,643)	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)
	Total Expenditures			(\$13,608)	(\$43,143)	(\$120,000)	(\$167,000)	(\$40,000)	(\$18,000)	(\$120,000)
2015	Account Balance by Year			\$76,741	\$139,848	\$155,598	\$108,098	\$140,598	\$177,598	\$117,598

Notes

Shading key in Table: FY 17 Expenditures/Closed Projects

Budgeting, Planned Expenditures for this Budget Year

The indicated funding balances for closed/completed projects are transferred to the Carry-Over Funds in the year following closure.

2015 This account covers the expenses for capital improvements to existing streets and parks infrastructure and for specific equipment.

Mowers

Project was funded with excess funding from completed projects.

- Replacement of existing equipment
- New equipment for emergency and evening event uses
- This mower will replace the 2008 72" mower
- This mower will replace the 2006 HR111 Jacobson
- This will replace the 2002 skid loader
- This mower will be a new addition
- Replacement for existing club cart
- This will replace the 2003 JCB Backhoe
- New equipment for trench and minor excavations
- This mower will replace the 2011 72" mower
- This equipment will replace the 2008 Mule
- This mower will replace the 2013 72" mower
- This mower will replace the 2013 HR111 Jacobson
- Light replacement/repair...no new additions

- 1989 Kubota L2250 (field use)
- 2006 HR111 Jacobson (mower)
- 2008 Kubota ZD21 (mower)
- 2011 Kubota ZD21 (mower)
- 2013 Kubota ZD21 (mower)
- 2013 HR111 Jacobson (mower)
- 2015 72" Mower/Blower

Heavy Equipment

- 2003 JCB Backhoe
- 2002 Skid Loader
- 2008 tractor w/mower boom
- 2008 Mule (multi-use)

THE TOWN OF POOLESVILLE

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GENERAL FUND - CAPITAL PROJECTS

Public Draft

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Acct No.	Item or Description	Year To Do	Est. Project Cost	Prior Bal. + FY 17 Act.	FY 18 Projection	FY 19 Bgt. Budget	----- Forward Planning Cycle -----			
							FY 20	FY 21	FY 22	FY 23
Project Funding										
2020	Vehicles									
	Carry-over funds: Completed Projects			6,736						
	Carry-Over Funds allocated to projects									
1	3/4 Ton Pick-up	FY18	55,000	50,000	5,000					
2	5-Ton Dump Truck	FY20	65,000	10,000	20,000	20,000	15,000			
3	1- Ton Utility Truck	FY21	55,000	10,000	10,000	15,000	10,000	10,000		
4	1-Ton Utility Truck	FY21	55,000		15,000	15,000	15,000	10,000		
5	1-Ton Utility Truck	FY22	55,000		10,000	10,000	10,000	10,000	15,000	
6	1/2 Ton Pick-up	FY22	35,000			5,000	10,000	10,000	10,000	
7	1- Ton Utility Truck	FY22	55,000			10,000	15,000	15,000	15,000	
8	1- Ton Utility Truck	FY23	55,000				10,000	15,000	15,000	15,000
9	1-Ton Dump Truck	FY24	60,000					10,000	15,000	15,000
10	1-Ton Utility Truck	FY25	60,000					10,000	15,000	15,000
11	1-Ton Utility Truck	FY26	65,000					10,000	10,000	15,000
Total Funding Allocations			\$615,000	\$76,736	\$60,000	\$75,000	\$85,000	\$100,000	\$95,000	\$60,000
Project Expenditures										
2020	Vehicles			FY 17 Act.						
1	3/4 Ton Pick-up	FY18			(55,000)					
2	5- Ton Dump Truck	FY20					(65,000)			
3	1- Ton Utility Truck	FY21						(55,000)		
4	1-Ton Utility Truck	FY21						(55,000)		
5	1-Ton Utility Truck	FY22							(55,000)	
6	1/2 Ton Pick-up	FY22							(35,000)	
7	1- Ton Utility Truck	FY22							(55,000)	
8	1- Ton Utility Truck	FY23								(55,000)
9	1-Ton Dump Truck	FY24								
10	1-Ton Utility Truck	FY25								
11	1-Ton Utility Truck	FY26								
Total Expenditures				\$0	(\$55,000)	\$0	(\$65,000)	(\$110,000)	(\$145,000)	(\$55,000)
2020	Account Balance by Year			\$76,736	\$81,736	\$156,736	\$176,736	\$166,736	\$116,736	\$121,736

Notes

Shading key in Table: FY 17 Expenditures/Closed Projects

Budgeting, Planned Expenditures for this Budget Year

The indicated funding balances for closed/completed projects are transferred to the Carry-Over Funds in the year following closure.

The Town owns the following vehicles:

Town vehicles are targeted for replacement on a ten year cycle.

- The 3/4 Ton Truck will be a new addition to the fleet.
- The 5 ton truck scheduled for 2020 will replace the 2006Chevy dump truck.
- The 1-ton utility truck scheduled for 2021 will replace the 2010 F-350.
- The 1-ton utility truck scheduled for 2021 will replace the 2011 F-350.
- The 1-ton utility truck scheduled for 2022 will replace the 2011 F-350.
- The 1/2 Ton will replace the 2011 Ford Ranger.
- The 1-ton utility truck scheduled for 2022 will replace the 2012 F-350.
- The 1-ton utility truck scheduled for 2023 will replace the 2013 F-350.
- The 1-ton utility truck scheduled for 2024 will replace the 2014 Flatbed.
- The 1-ton utility truck scheduled for 2025 will replace the 2015 F350 Truck
- The 1-ton utility truck scheduled for 2026 will replace the 2016 F350 Truck

Trucks

1995 International Bucket Truck (P/S)
 1997 Dodge one ton Utility Truck (W/S)
 2005 Ford F750 Dump Truck (Both)
 2006 Chevy 5 Ton Dump (P/S)
 2010 Ford F 350 Truck (P/S)
 2011 Ford F 350 Truck (W/S)
 2011 Ford F 350 Truck (P/S)
 2011 Ford Ranger (WW)
 2012 Ford F350 (P/S)
 2013 Ford F 350 Truck (P/S)
 2014 1-Ton Flatbed (P/S)
 2014 F-250 Truck (W/S)
 2015 F350 Truck (P/S)
 2016 F-350 Truck (W/S)
 2018 F-250 Truck (P/S)

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							FY 20	FY 21	FY 22	FY 23
<u>Project Funding</u>										
2025	Major Town Projects			1,997						
	Carry-over funds: Completed Projects									
	Carry-Over Funds allocated to projects									
1	Street Lighting Program	Open	Open	16,522	52,500	40,000	40,000	40,000	40,000	40,000
	Speed Camera Revenue					49,853				
2	Fisher Ave Streetscape	Open	Open	80,272	20,000	50,000	50,000	50,000	50,000	100,000
3	Curb Replacements	FY16	20,000	21,485						
4	Street Sign Replacement	FY16	15,000	9,197						
5	Whalen Wall Rebuild	FY18	20,000		20,000					
6	PHS Investment Fund	Open								
	Use of Unrestricted Reserves				25,000	25,000				
	Total Funding Allocations		\$55,000	\$129,473	\$117,500	\$164,853	\$90,000	\$90,000	\$90,000	\$140,000
<u>Project Expenditures</u>										
2025	Major Town Projects			FY 17 Act.						
1	Street Lighting Program	Open			(69,022)					
2	Fisher Ave Streetscape	Open		(5,120)	(95,152)					
3	Curb Replacements	FY16		(21,485)						
4	Street Sign Replacement	FY16		(3,092)	(6,105)					
5	Whalen Wall Rebuild	FY18			(20,000)					
6	PHS Investment Fund	Open			(25,000)	(25,000)				
	Total Expenditures			(\$29,697)	(\$215,279)	(\$25,000)	\$0	\$0	\$0	\$0
2025	Account Balance by Year			\$99,776	\$1,997	\$141,850	\$231,850	\$321,850	\$411,850	\$551,850

Notes

Shading key in Table: FY 17 Expenditures/Closed Projects

Budgeting, Planned Expenditures for this Budget Year

The indicated funding balances for closed/completed projects are transferred to ti

2025 The Major Town Project Account covers new Capital Improvement Projects aimed at improving the Town's infrastructure.

- 1 Street Lighting Program as reported in the Parks & Streets Board LED replacement program recommendations.
- 2 Improvements along Fisher Avenue, including crosswalks, improved intersections, sidewalks, signage, banners and streetlights.
- 3 FY 13-14 improvements include new signage and crosswalks, streetlights and banners fronting Whalen Commons.
- 4 Replacement of broken curbs throughout Town
- 4 Replacement of existing street signs throughout Town.
- 5 Rebuild of the stone wall on Whalen Commons
- 6 Funding for consultants, reports or other outreach to develop the PHS multi-use facility concept plan.

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Acct No.	Item or Description	Year To Do	Est. Project Cost	Prior Bal. + FY 17 Act.	FY 18 Projection	FY 19 Bgt. Budget	----- Forward Planning Cycle -----			
							FY 20	FY 21	FY 22	FY 23
<u>Project Funding</u>										
2035	Park Projects									
	Carry-over funds: Completed Projects			37,724						
	Carry-Over Funds allocated to projects				(7,500)	(30,000)				
1	Park Equipment Replacement	Open		20,000	20,000	20,000	20,000	20,000	20,000	20,000
2	Hoewing Park	FY15	51,500	4,223						
3	Park Restrooms	FY15	20,000	10,075						
4	Steven's Park Tennis	FY16	70,000	11,765						
5	Dog Park	FY16	65,000	22,337						
6	Replace Event Tent	FY17	6,500	6,502						
7	Replace Whalen Pathway	FY18	85,000	50,000	35,000					
	Budget Amendment 2/20/18				20,500	Use of Unrestricted Funds				
8	Replace Deck TAMA Trail Bridge	FY18	10,000		10,000					
9	Paint Concession Stand	FY18	5,000		5,000	[Allocation of Carry-over Funds]				
10	Halmos Park Tennis Lights	FY18	2,500		2,500	[Allocation of Carry-over Funds]				
11	Campbell Park	FY19	65,000			25,000	[Allocation of Carry-over Funds]			
	Reforestation Fees					40,000				
12	Brightwell Tot Lot	FY19	85,000							
	Parks and Playground Grant			80,000		5,000	[Allocation of Carry-over Funds]			
	Total Funding Allocations		\$465,500	\$242,626	\$85,500	\$60,000	\$20,000	\$20,000	\$20,000	\$20,000
<u>Project Expenditures</u>										
2035	Parks and Recreation			FY 17 Act.						
1	Park Equipment Replacement	Open								
2	Hoewing Park	FY15		(4,223)						
3	Park Restrooms	FY15		(10,075)						
4	Steven's Park Tennis	FY16		(11,765)						
5	Dog Park	FY16		(22,337)						
6	Replace Event Tent	FY17		(6,502)						
7	Replace Whalen Pathway	FY18		(3,818)	(81,182)					
8	Replace Deck TAMA Trail Bridge	FY18			(10,000)					
9	Paint Concession Stand	FY18			(5,000)					
10	Halmos Park Tennis Lights	FY18			(2,500)					
11	Campbell Park	FY19				(65,000)				
12	Brightwell Tot Lot	FY19				(85,000)				
	Total Expenditures			(\$58,720)	(\$98,682)	(\$150,000)	\$0	\$0	\$0	\$0
2035	Account Balance by Year			\$183,906	\$170,724	\$80,724	\$100,724	\$120,724	\$140,724	\$160,724

Notes

Shading key in Table: FY 17 Expenditures/Closed Projects

Budgeting, Planned Expenditures for this Budget Year

The indicated funding balances for closed/completed projects are transferred to the Carry-Over Funds in the year following closure.

- 1 Park replacement will occur as part of the Parks Board's replacement recommendations.

Park tot lot equipment is on a 20-year replacement cycle per the following schedule:

Park	Built	Cost	REPL. Year
Bodmer Park	2004	\$140,000	2024
Halmos Tot Lot	2005	\$40,000	2025
Brooks Park	2007	\$100,000	2027
Wootton Heights Tot Lot	2010	\$50,000	2030

- 2 Provides fencing, grading, seeding, parking area for youth size soccer fields Hoewing. (Budd Road)
- 3 Refurbishment of Halmos and Steven's Park plumbing/restroom facilities.
- 4 Provides for resurfacing and block wall.
- 5 Construction of a dog park facility at Dr. Dillingham Park.
- 6 Replacement of existing equipment.
- 7 Replace existing asphalt walkway with concrete walkway
- 8 Replacement of aging wood deck on boardwalk between TAMA and Wood of TAMA
- 9 Repainting inside and out of Steven's Park concession stand.
- 10 Replacement of existing lights and components with LED fixtures.
- 11 Design and implement a tree arboretum and pollinator beds with pathways
- 12 The installation of a new tot lot at phase II of Brightwell Crossing.

THE TOWN OF POOLESVILLE

FY 2019 Budget

GENERAL FUND - CAPITAL PROJECTS

Public Draft

Printed: 11-Apr-18

Acct No.	Item or Description	Year To Do	Est. Project Cost	Prior Bal. + FY 17 Act.	FY 18 Projection	FY 19 Bgt. Budget	Forward Planning Cycle			
							FY 20	FY 21	FY 22	FY 23
Project Funding										
2040	Major Street Repair Projects									
	Carry-over funds: Completed Projects			1,322						
	Carry-Over Funds allocated to projects									
1	FY 17 Paving Program									
	Lilli St	FY17	20,000	18,719						
	Beatritz Ave	FY17	50,000	50,000						
	Christer St	FY17	20,000	15,000						
	Anita Ct	FY17	18,000	18,000						
	Haller Ave	FY17	30,000	30,000						
	Haller Ct	FY17	20,000	20,000						
	Hickman St	FY17	38,000	38,000						
	Hickman Way	FY17	25,000	25,000						
	Shannon Way	FY17	20,000	20,000						
	Hempstone Ave	FY17	160,000	160,000						
	Dowden Circle	FY17	60,000	60,000						
	Soper St	FY17	55,000	55,000						
	Whitaker Rd	FY17	35,000	35,000						
	Dowden Way	FY17	20,000	20,000						
	Collier Circle	FY17	60,000	60,000						
	Collier Way	FY17	30,000	30,000						
	Walters Ave	FY17	30,000	30,000						
	Hempstone Ct	FY17	23,000	23,000						
	Misc Repairs	FY17	20,000	45,000						
2	FY 19 Paving Program									
	Hughes Rd (Westerly-Wootton)	FY19	80,000		80,000					
	Luhn St	FY19	35,000		35,000					
	Gott St	FY19	22,000		22,000					
	Fletcher	FY19	55,000		55,000					
	Tom Fox Ct	FY19	30,000		30,000					
	Conlon Ct	FY19	20,000		20,000					
	Gray Farm Ct	FY19	20,000		20,000					
	Spurrier (Brown - W Willard)	FY19	90,000		30,000	60,000				
	General Custer Way	FY19	61,000			61,000				
	Norris Rd	FY19	38,000			38,000				
	Hersperger	FY19	80,000			80,000				
	Stevens Park Trail System	FY19	40,000			40,000				
	Misc Repairs	FY19	20,000			45,000				
3	FY21 Paving Program									
	Dr. Walling (Cattail-Brightwell)	FY21	120,000				120,000			
	Selby Ave	FY21	142,000				142,000			
	Bruner Way	FY21	78,000				60,000	20,000		
	McKernon Way	FY21	90,000					90,000		
	Hillard Ct	FY21	25,000					25,000		
	Dr. Moore Ct	FY21	60,000					60,000		
	Hillard St. (Halmos-cul-de-sac)	FY21	110,000					110,000		
	Koteen Way	FY21	45,000					45,000		
	Misc Repairs	FY21	50,000					50,000		
	Future Roads to be determined	FY23							400,000	425,000
	Total Funding Allocations		\$2,045,000	\$754,041	\$292,000	\$324,000	\$322,000	\$400,000	\$400,000	\$425,000
Project Expenditures										
2040	Major Street Repair Projects			FY 17 Act.						
1	FY17 Paving Program	FY17		(752,719)						
2	FY19 Paving Program	FY19				(616,000)				
3	FY21 Paving Program	FY21						(722,000)		
4	Future Roads	FY23								(825,000)
	Total Expenditures			(\$752,719)	\$0	(\$616,000)	\$0	(\$722,000)	\$0	(\$825,000)
2040	Account Balance by Year			\$1,322	\$293,322	\$1,322	\$323,322	\$1,322	\$401,322	\$1,322

Notes

Shading key in Table: FY 17 Expenditures/Closed Projects

Budgeting, Planned Expenditures for this Budget Year

The indicated funding balances for closed/completed projects are transferred to the Carry-Over Funds in the year following closure.

2040 Major Street Repair Projects address the need to maintain, repair and resurface Town streets.

All Town roads were evaluated and prioritized in 2016. Estimates in the out years reflect a 3% annual increase each year.

Speed humps may be added to increase speed awareness in residential areas.

THE TOWN OF POOLESVILLE

FY 2019 Budget

WATER and WASTEWATER FUND SUMMARY

Public Draft

Printed: 11-Apr-18

Ref. Page	Item or Description	Y/E 06/30/17 FY 17 Actual	Y/E 06/30/18 FY 18 Budget	Y/E 06/30/18 FY 18 Projection	Y/E 06/30/19 FY 2019 Budget
	<u>Water & Wastewater Operating Summary</u>				
	W & WW Revenue	1,162,809	1,185,302	1,250,867	1,280,604
	Grant from General Funds	96,200	0	0	0
	W & WW Available Funding	1,259,009	1,185,302	1,250,867	1,280,604
	<u>Water & Wastewater Expenditures</u>				
	For W&WW Capital Projects	0	0	0	0
	Operating Expenses	(1,259,071)	(1,272,915)	(1,272,915)	(1,331,306)
	Total: W & WW Expenditures	(1,259,071)	(1,272,915)	(1,272,915)	(1,331,306)
	Net Operating Balance	(\$62)	(\$87,613)	(\$22,048)	(\$50,702)
	Unrestricted Funds Carried Forward from Prior Year	90	2,875	28	(22,020)
	Closing Balance: Water/Wastewater Funds	\$28	(\$84,738)	(\$22,020)	(\$72,722)
	<u>Water & Wastewater Funds Capital Projects Summary</u>				
	Funding Balance Carried Forward from Prior Year	\$1,354,140	\$855,500	\$1,375,059	\$1,295,866
	Funding from W & WW Revenues	0	0	0	0
	Funding Granted by Genl Funds	426,000	373,500	373,500	462,122
	Funding from Impact Fees		0		0
	Prior Balance - Impact Fees				
	Transfers from Restricted Funds		0	0	0
	Internal transfers	200,000	0	36,000	60,000
	Funding from MD Grants, Others	0			249,760
	Available for Capital Projects	\$1,980,140	\$1,229,000	\$1,784,559	\$2,067,748
	Capital Projects Expenditures	(605,081)	(202,800)	(488,693)	(1,103,260)
	Closing Balance: Funding for Capital Projects	\$1,375,059	\$1,026,200	\$1,295,866	\$964,488

Notes

[1] The Water and Wastewater Fund Summary is divided into two parts:

- * The upper section presents the status of the Operating Account, including yearly revenue, allocations for Capital Projects, the Annual Operating Balance, Unrestricted Funds carried forward, and finally, the Unrestricted Funds Close-Out Balance for the year. Note that the Water and Wastewater Fund Capital Projects are funded by the General Fund, as W&WW revenues are used to cover the Operating Expenses.
- * The lower section summarizes the activity in the Water & Wastewater Fund Capital Projects Account, including funds carried forward, new funding from the Operating Account, and funding from other sources (including Granted General Funds), all summarized in the total funds available for Water & Wastewater Capital Projects. Actual or Planned Capital Spending is shown, ending in the Funding Balance for Capital Projects.
- * In an effort to maintain the Water and Wastewater funds as an Enterprise Fund, rates will be raised to fund these operations. As always a critical eye is on spending. However, many of the costs associated with the operations, such as electricity, chemicals and fuel are fixed and are reduced or maintained as much as possible. Over the past years, grants have been received for the installation of variable drive motor controllers and lighting upgrades to reduce electrical demands.

THE TOWN OF POOLSVILLE

FY 2019 Budget

WATER and WASTEWATER FUND REVENUE SUMMARY

Public Draft

Printed: 11-Apr-18

Acct No.	Account Name	Y/E 06/30/17 FY 17 Actual	Y/E 06/30/18 FY 18 Budget	Y/E 06/30/18 FY 18 Projection	Y/E 06/30/19 FY 19 Budget
<u>Water & Wastewater Revenue</u>					
411.1	User Charges	1,111,481	1,121,302	1,186,867	1,210,604
	MDE Operations Grant	0	0	0	0
505	Interest Income (510 & 515)	9,099	4,000	4,000	10,000
590	WSSC & Contractor Fees	23,327	40,000	40,000	40,000
590B	Bay Fund Admin Fee	5,602	5,000	5,000	5,000
595	Tap Fees	13,300	15,000	15,000	15,000
Sub-total: Water & Wastewater Revenue		\$1,162,809	\$1,185,302	\$1,250,867	\$1,280,604
<u>Water & Wastewater Internal Support</u>					
	Grant from Unrestricted Gen'l Funds	96,200	0	0	0
Sub-total: Water and Wastewater Available Funding		\$1,259,009	\$1,185,302	\$1,250,867	\$1,280,604
<u>Impact Fee Revenue</u>					
597.1	Water System	110,498	99,830	99,830	99,830
597.2	Wastewater System	69,061	62,400	62,400	62,400
Sub-total: Impact Fee Revenue		\$179,559	\$162,230	\$162,230	\$162,230
<u>Grants and Designated Funding</u>					
A	Connection Fees	36,348	0	0	0
B	Internal Transfers	0	0	0	0
C	MDE WWTP ENR Refinement Grant	0	0	0	249,760
Sub-total: Grants and Designated Funding		\$36,348	\$0	\$0	\$249,760
<u>Restricted Revenue</u>					
598	Chesapeake Bay Restoration Fund	112,650	0	0	0
Sub-total: Restricted Revenue		\$112,650	\$0	\$0	\$0
Total: Water & Wastewater Fund Revenue		\$1,587,566	\$1,347,532	\$1,413,097	\$1,692,594
<u>Account Descriptions</u>					
411	Adopted FY2019				
	<u>Gallon Tiers</u> <u>Structured Rate System Per 1,000 Gallons</u>				
	0 - 30,000 \$10.63				
	30,001 - 40,000 \$14.63				
	40,001 - 50,000 \$15.75				
	50,001 - up \$16.53				
	Water Only Hydrant Use - \$7.56/1,000 Gal				
505	Interest income for funds in the County Investment Fund.				
590	Revenue generated from contractor/hydrant use and WSSC.				
595	Paid by new users to the water and wastewater system				
598	This fee is collected by the Town for the State (See page 2 for details)				

THE TOWN OF POOLSVILLE

FY 2019 Budget

WATER and WASTEWATER FUND EXPENSE SUMMARY

Public Draft

Printed: 11-Apr-18

Acct No.	Account Name	Y/E 06/30/17 FY 17 Actual	Y/E 06/30/18 FY 18 Budget	Y/E 06/30/18 FY 18 Projection	Y/E 06/30/19 FY 19 Budget
	<u>Wastewater System</u>				
700	Wastewater Operations	402,526	392,700	392,700	421,700
750	Wastewater Administration	338,321	352,707	352,707	362,530
	Sub-total: Wastewater System	740,847	745,407	745,407	784,230
	<u>Water System</u>				
800	Water Operations	117,582	121,500	121,500	127,500
850	Water Administration	400,642	406,008	406,008	419,576
	Sub-total: Water System	518,224	527,508	527,508	547,076
	Sub-total: Water & Wastewater Operating Expenses	\$1,259,071	\$1,272,915	\$1,272,915	\$1,331,306
3000	Water & Wastewater Funding for Capital Projects	0	0	0	0
	Sub-total: Water & Wastewater Capital Expenses	\$0	\$0	\$0	\$0
	Total: <u>Water & Wastewater Fund Expenses</u>	<u>\$1,259,071</u>	<u>\$1,272,915</u>	<u>\$1,272,915</u>	<u>\$1,331,306</u>
<u>Water and Wastewater Fund Analysis</u>					
	Wastewater System		\$745,407 59%	\$745,407 59%	\$784,230 59%
	Water System		\$527,508 41%	\$527,508 41%	\$547,076 41%
<u>Notes</u>					

THE TOWN OF POOLSVILLE

FY 2019 Budget

WATER and WASTEWATER FUND EXPENSE DETAILS

Public Draft

Printed: 11-Apr-18

Acct No.	Account Name	Y/E 06/30/17 FY 17 Actual	Y/E 06/30/18 FY 18 Budget	Y/E 06/30/18 FY 18 Projection	Y/E 06/30/19 FY 19 Budget
700	Wastewater Operations				
701	Sludge Hauling	118,646	105,000	105,000	115,000
702	Outside Laboratory Services	49,269	53,000	53,000	50,000
703	Electricity	108,174	115,000	115,000	115,000
705	Chemicals	65,811	55,000	55,000	75,000
707	Building Maintenance	1,018	1,200	1,200	1,200
708	Laboratory Expenses	5,375	5,000	5,000	5,000
709	Small Tools	425	500	500	500
710	WWTP Repair & Maintenance	31,423	30,000	30,000	32,000
711	Ultra Violet Bulb Maintenance	8,126	8,000	8,000	8,000
712	Sewer Repair and Maintenance	14,257	20,000	20,000	20,000
Total:	Acct 700 Wastewater Operations	\$402,526	\$392,700	\$392,700	\$421,700
750	Wastewater Administration				
755	Alloc: Staff Salary Burden from GF755	295,756	307,863	307,863	317,818
757	Alloc: Admin Sal'y Burden from GF760	11,142	11,274	11,274	11,827
761	Personnel Uniforms and Training	7,172	8,750	8,750	8,950
763	Accounting Services	4,000	4,000	4,000	4,000
771	Office Supplies	930	1,275	1,275	1,275
773	Telephone	7,706	7,985	7,985	6,600
775	Property Insurance	9,765	10,000	10,000	10,500
781	Truck Insurance	560	560	560	560
783	Truck Operations	1,289	1,000	1,000	1,000
Total:	Acct 750 Wastewater Administration	\$338,321	\$352,707	\$352,707	\$362,530

Account Descriptions

The Major Account Group 700 covers all direct expenses associated with the administration, operation and maintenance of the Wastewater System, including outside contracts, utility costs, water and sewer supplies, and maintenance and repair costs.

- 701 This account pays for the sludge hauling to landfills and periodic permit sludge testing.
- 702 This account covers sample analysis from outside labs.
- 703 This account covers the electricity of the whole compound, and 7 sewerage pumping stations are included in this account.
- 705 This account is for chemicals used in the treatment of the wastewater.
- 707 This account is for minor building maintenance.
- 708 This account covers in house lab testing supplies and minor test equipment.
- 709 This account covers small tools specific to wastewater system work.
- 710 This account covers parts and direct costs associated with maintaining the Wastewater Treatment Plant.
- 711 This account funds the annual replacement of the ultra violet disinfection lamps.
- 712 This account covers minor repairs and general maintenance of the sewer piping systems and various pump stations.
- 755 This account covers salaries for field staff.
- 757 This account pays for the portion attributed for office staff.
- 761 This account pays for employee uniforms, t-shirts, sweatshirts and safety boots.
- 763 This account pay a portion of the accounting fees.
- 765 This account pays for legal fees connected with the system.
- 771 This account pays for office supplies connected with the system.
- 773 This pays for phone bills connected with the system.
- 775 This account pays for wastewater properties, such as the plant and pump stations.
- 781 This account covers a proportionate share of the total cost.
- 783 This account pays a proportionate share of truck operations.

The Major Account Group 750 covers all direct expenses associated with the administration of the Wastewater System, including full salary burden, personnel costs, office operation, all insurance, and truck operations.

THE TOWN OF POOLSVILLE

FY 2019 Budget

WATER and WASTEWATER FUND EXPENSE DETAILS

Public Draft

Printed: 11-Apr-18

Acct No.	Account Name	Y/E 06/30/17 FY 17 Actual	Y/E 06/30/18 FY 18 Budget	Y/E 06/30/18 FY 18 Projection	Y/E 06/30/19 FY 19 Budget
800	Water Operations				
801	Lab Supplies / Testing	20,989	23,500	23,500	23,500
802	Building Supplies	242	500	500	500
805	Electricity	72,116	67,000	67,000	75,000
806	Chemicals	2,922	3,000	3,000	3,000
807	Water Repair and Maintenance	20,069	26,000	26,000	24,000
809	Small Tools	1,243	1,500	1,500	1,500
Total: Acct 800 Water Operations		\$117,582	\$121,500	\$121,500	\$127,500
850	Water Administration				
855	Alloc: Staff Salary Burden from GF755	295,756	307,863	307,863	317,818
857	Alloc: Admin Sal'y Burden from GF765	49,448	41,195	41,195	42,058
859	Bonding	150	150	150	150
861	Personnel Uniforms and Training	8,722	10,650	10,650	10,800
863	Accounting Services	4,000	4,000	4,000	4,000
871	Office and Billing Supplies	19,856	21,500	21,500	24,000
873	Telephone	3,557	3,450	3,450	3,550
875	Property Insurance	5,996	6,000	6,000	6,000
881	Truck Insurance	1,150	1,200	1,200	1,200
883	Truck Operations	12,007	10,000	10,000	10,000
Total: Acct 850 Water Administration		\$400,642	\$406,008	\$406,008	\$419,576

Account Descriptions

The Major Account Group 800 covers all direct expenses associated with operation and maintenance of the Town's water system.

- 801 This account covers the costs of all laboratory supplies and expenses, and test equipment, for the Town's municipal water system.
- 802 This account covers the cost of all consumable supplies and replenishable hardware supplies for the Water & Wastewater systems.
- 805 Electricity consumed at the various well sites (11).
- 806 The chlorine added to the municipal water supply is included in this account.
- 807 Included in this account is the cost of minor repairs and maintenance to the water system, as accomplished by Town staff.
- 809 This account covers small tools specific to water system work.

The Major Account Group 850 covers all direct expenses associated with the administration of the Water System, including full salary burden, personnel costs, office operation, all insurance, and truck operations. Acct descriptions are similar for 750's and 850's.

- 855 General Fund Account 755 allocates the total salary burden for Water/Wastewater employees, which is then included here.
- 857 Likewise, the allocated share of Town Hall staff is calculated in GF Accts 760 & 765 and included here.
- 859 Cost of Bonding for Deputy Clerk who handles water billing and payments received.
- 861 This accounts cover the cost of Town uniforms and training for water employees respectively.
- 863 This account represent the costs for applicable accounting.
- 871 This account cover the costs of office supplies for water dept. functions including water billing costs.
- 873 This account include telephone service, including emergency notification systems, at all well houses.
- 875 This account cover the cost of property insurance for all parts of the water infrastructure.
- 881/883 The cost of truck insurance, gasoline, repairs, parts, etc., is included here for water trucks.

THE TOWN OF POOLESVILLE

FY 2019 Budget

WATER and WASTEWATER FUND - CAPITAL PROJECTS SUMMARY

Public Draft

Printed: 11-Apr-18

Acct No.	Item or Description	Year To Do	Est. Project Cost	Prior Bal. + FY 17 Act.	FY 18 Projection	FY 19 Bgt. Budget	Forward Planning Cycle			
							FY 20	FY 21	FY 22	FY 23
<u>Project Funding</u>										
3130	Water Collection & Distribution		2,458,641	929,837	105,500	160,622	140,000	130,000	40,000	40,000
3150	Wastewater Systems		966,941	261,639	143,000	459,760	145,000	95,000	70,000	60,000
3167	Small Water & Wastewater Equip.		187,000	236,650	71,000	61,500	55,000	55,000	55,000	60,000
3169	Inflow & Infiltration		0	533,253	50,000	50,000	50,000	100,000	100,000	100,000
3170	Gen'l. Infrastructure Programs		0	18,761	40,000	40,000	115,000	140,000	285,000	285,000
	Total Funding Allocations		\$3,612,582	\$1,980,140	\$409,500	\$771,882	\$505,000	\$520,000	\$550,000	\$545,000
<u>Direct Funding</u>										
3130	Allocation of unrestricted funds					30,000				
3130	Impact Fees									
3150	MDE Grant					249,760				
3150	Allocation of unrestricted funds			25,000	36,000	30,000				
3167	Allocation of unrestricted funds									
3169	Allocation of unrestricted funds			175,000						
	Sub-total: Direct Funding			\$200,000	\$36,000	\$309,760	\$0	\$0	\$0	\$0
3000	Funding by Gen'l Fund Grant [Total less Direct Funding]			\$1,780,140	\$373,500	\$462,122	\$505,000	\$520,000	\$550,000	\$545,000
<u>Project Expenditures</u>										
				FY 17 Act.						
3130	Water Collection & Distribution			(184,071)	(128,424)	(639,000)	0	(350,000)	0	0
3150	Wastewater Systems			(89,479)	(233,216)	(444,760)	(105,000)	(45,000)	(20,000)	(80,000)
3167	Small Water & Wastewater Equip.			(173,818)	(87,800)	(19,500)	0	0	0	(75,000)
3169	Inflow & Infiltration			(152,188)	(39,253)	0	0	0	0	0
3170	Gen'l. Infrastructure Programs			(5,525)	0	0	0	0	0	0
	Total Expenditures			(\$605,081)	(\$488,693)	(\$1,103,260)	(\$105,000)	(\$395,000)	(\$20,000)	(\$155,000)
<u>Account Balance by Year</u>										
3130	Water Collection & Distribution			745,766	722,842	244,464	384,464	164,464	204,464	244,464
3150	Wastewater Systems			172,161	81,944	96,944	136,944	186,944	236,944	216,944
3167	Small Water & Wastewater Equip.			62,832	46,032	88,032	143,032	198,032	253,032	238,032
3169	Inflow & Infiltration			381,065	391,812	441,812	491,812	591,812	691,812	791,812
3170	Gen'l. Infrastructure Programs			13,236	53,236	93,236	208,236	348,236	633,236	918,236
	Available For Capital Projects			\$1,375,059	\$1,295,866	\$964,488	\$1,364,488	\$1,489,488	\$2,019,488	\$2,409,488

Notes

[1] This page summarizes the five Capital Projects accounts associated with Water & Wastewater Fund capital expenditures. The summary is divided into three sections as follows:

- * The top part of the page summarizes the costs of the various projects and the overall funding streams developed to implement those projects. Also included in the top section is a summary of all special funding available to augment the regular Funding Grant from the General Fund. The bottom line in the top section, Acct. 3000, subtracts the special funding and identifies the Net Amount which has been, or will be, funded by means of a Capital Projects Grant from the General Fund Revenues.
- * The middle part of the page summarizes the programmed expenditures of the funds to accomplish the various capital projects.
- * The bottom part of the page reflect the remaining balances in each of the accounts at the end of each Fiscal Year.

[2] See the following Capital Account pages for detailed information.

THE TOWN OF POOLSVILLE

FY 2019 Budget

WATER & WASTEWATER FUND - CAPITAL PROJECTS

Public Draft

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Acct No.	Item or Description	Year To Do	Est. Project Cost	Prior Bal. + FY 17 Act.	FY 18 Projection	FY 19 Bgt. Budget	----- Forward Planning Cycle -----			
							FY 20	FY 21	FY 22	FY 23
Project Funding										
3130	Water Collection & Distribution			10,106						
	Carry-over funds: Completed Projects									
	Carry-Over Funds allocated to projects									
1	Equip Replace/Major Rebuild	open		20,000	20,000	20,000	20,000	20,000	20,000	20,000
a	Well 8 VFD Replace	FY17	4,710							
b	CL2 Booster Pump Replace	FY17	1,431							
2	Water Valve Repl	open		20,000	25,000	20,000				
3	Well Implementation	Annl.		2,771	500					
4	Well 11 (Rabanales)	FY16	610,000	607,222		10,622				
5	Alpha Media	Open		23,000	20,000	30,000	20,000	20,000	20,000	20,000
	Allocation of Unrestricted Reserves					30,000				
6	Repaint Intr. of 500K Gal. Tank	FY16	130,000	100,889						
7	Well Component Rehab. 2,3 & 5	FY16	30,000	14,117						
8	Hydrant Markers	FY17	7,500	5,756						
9	Repaint Ext. 500K Gal. Tank	FY21	350,000	70,000	40,000	50,000	100,000	90,000		
The following projects are listed in the Master Plan Impact Fee Schedule and will be funded through impact fees.										
10	Well 14 (Westerly/Jamison)	Open	525,000							
	Use of Impact Fees			55,976						
11	Well 15 (Cattail/Jamison)	Open	800,000							
	Total Funding Allocations		\$2,458,641	\$929,837	\$105,500	\$160,622	\$140,000	\$130,000	\$40,000	\$40,000
Project Expenditures										
3130	Water Collection & Distribution			FY 17 Act.						
1	Equip Replace/Major Rebuild									
a	Well 8 VFD Replace	FY17		(4,710)						
b	CL2 Booster Pump Replace	FY17		(1,431)						
2	Water Valve Repl	Open			(45,000)					
3	Well Implementation	Annl.			(2,772)					
4	Well 11 (Rabanales)	FY16		(61,304)	(20,540)	(536,000)				
5	Alpha Media	Open				(103,000)				
6	Repaint Intr. 500K Tank	FY16		(100,889)						
7	Well Component Rehab. 2,3 & 5	FY16		(6,576)	(7,541)					
8	Hydrant Markers	FY17		(5,756)						
9	Repaint Ext. 500K Gal. Tank	FY21						(350,000)		
10	Well 14 (Westerly/Jamison)	Open		(3,405)	(52,571)					
11	Well 15 (Cattail/Jamison)	Open								
	Total Expenditures			(\$184,071)	(\$128,424)	(\$639,000)	\$0	(\$350,000)	\$0	\$0
3130	Account Balance by Year			\$745,766	\$722,842	\$244,464	\$384,464	\$164,464	\$204,464	\$244,464

Notes

Shading key in Table: FY 17 Expenditures/Closed Projects

Budgeting, Planned Expenditures for this Budget Year

The indicated funding balances for closed/completed projects are transferred to the Carry-Over Funds in the year following closure.

3130 This account covers all aspects of expanding and improving the Town's water collection and distribution system.

- 1 This category provides for the replacement or major rebuild of pumps and major components.
- 2 This project provides for the replacement of old and poorly operating water main valves.
- 3 Well implementation includes final permitting and ongoing monitoring required by MDE.
- 4 This well will provide redundancy and back-up to the other wells in the Horsepen Branch watershed.
- 5 Wells 7, 9 & 10 treatment system media is replaced on a five-year cycle.
- 6 Recoating the interior of the 500K Water Tank.
- 7 Replacement of valves and components.
- 8 Markers for hydrants during heavy snows
- 9 Recoating the exterior of the 500K Water Tank.
- 10 Well Funded through Developer and Impact Fee Funds. Part of the Westerly 7 Subdivision.
- 11 Future well funded by the developers through Impact Fees.

THE TOWN OF POOLESVILLE

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WATER & WASTEWATER FUND - CAPITAL PROJECTS

Public Draft							Printed: 11-Apr-18			
Acct No.	Item or Description	Year To Do	Est. Project Cost	Prior Bal. + FY 17 Act.	FY 18 Projection	FY 19 Bgt. Budget	----- Forward Planning Cycle -----			
							FY 20	FY 21	FY 22	FY 23
Project Funding										
3150	Wastewater Systems			8,531						
	Carry-over funds: Completed Projects									
	Carry-Over Funds allocated to projects									
1	Equip Replace/Major Rebuild	open		50,000	40,000	40,000	40,000	40,000	40,000	40,000
2	Replacement WWTP Mixers	FY16	24,000	12,000						
3	Koteen Flow Monitor	FY17	10,181	10,181						
4	Alum Feed System	FY17	40,000	40,000						
5	Replace Decant Pump	FY17	28,000	28,927						
6	Hunter's Run Pump Station	FY18	40,000	20,000	20,000					
7	Replace Main WWTP Pump #1	FY18	25,000		25,000					
8	WWTP Monitoring System	FY18	85,000	30,000	30,000					
	Use of Unrestricted Funds			25,000						
9	U.V. System Rebuild	FY19	115,000	37,000	18,000	60,000				
	Use of Unrestricted Funds					30,000				
10	Replace Main WWTP Pump #2	FY19	25,000			25,000				
11	WWTP ENR Refinement	FY19	249,760							
	MDE Grant					249,760				
12	Backwash Pump #1	FY19	25,000		10,000	15,000				
13	Replace Main WWTP Pump #3	FY20	75,000				25,000			
14	WWTP Main Station VFD's	FY20	40,000			20,000	20,000			
15	Update WWTP PLC	FY20	40,000			20,000	20,000			
16	Backwash Pump #2	FY21	25,000				10,000	15,000		
17	Digester Blower	FY21	20,000				10,000	10,000		
18	Sludge Screw Pump	FY22	20,000					10,000	10,000	
19	Paint WWTP	FY23	80,000				20,000	20,000	20,000	20,000
Total Funding Allocations			\$966,941	\$261,639	\$143,000	\$459,760	\$145,000	\$95,000	\$70,000	\$60,000
Project Expenditures										
3150	Wastewater Systems			-						
1	Equip Replace/Major Rebuild	open								
a	WWTP Air Valve Replacement	FY17		(8,340)						
b	WWTP Influent Rebuild	FY17		(6,989)						
c	Replace Stoney Springs Pump	FY17		(6,155)						
d	Rebuild Fisher Avenue Pump	FY17		(3,168)						
e	Rebuild Stoney Springs Pump	FY17		(4,150)						
f	Rebuild Main WWTP Pump	FY17		(16,249)						
g	WWTP Valves	FY17		(4,330)						
h	Fisher Pump Starters	FY18			(5,205)					
i	Rebuild Koteen Pump	FY18			(2,435)					
j	Pump Rebuild Kit	FY18			(5,033)					
k	Blower Replacement	FY18			(9,879)					
l	Solenoid Valves	FY18			(1,010)					
m	Lagoon Blower	FY18			(2,190)					
n	Blower Rebuild	FY18			(2,772)					
o	Rebuild Decant Motor	FY18			(3,682)					
2	Replacement WWTP Mixers	FY16			(12,000)					
3	Koteen Flow Monitor	FY17		(10,181)						
4	Alum Feed System	FY17		(990)	(39,010)					
5	Replace Decant Pump	FY17		(28,927)						
6	Hunter's Run Pump Station	FY18			(40,000)					
7	Replace Main WWTP Pump #1	FY18			(25,000)					
8	WWTP Monitoring System	FY18			(85,000)					
9	U.V. System Rebuild	FY19				(145,000)				
10	Replace Main WWTP Pump #2	FY19				(25,000)				
11	WWTP ENR Refinement	FY19				(249,760)				
12	Backwash Pumps #1	FY19				(25,000)				
13	Replace Main WWTP Pump #3	FY20					(25,000)			
14	WWTP Main Station VFD's	FY20					(40,000)			
15	Update WWTP PLC	FY20					(40,000)			
16	Backwash Pump #2	FY21						(25,000)		
17	Digester Blower	FY21						(20,000)		
18	Sludge Screw Pump	FY22							(20,000)	
19	Paint WWTP	FY22								(80,000)
Total Expenditures				(\$89,479)	(\$233,216)	(\$444,760)	(\$105,000)	(\$45,000)	(\$20,000)	(\$80,000)
3150	Account Balance by Year			\$172,161	\$81,944	\$96,944	\$136,944	\$186,944	\$236,944	\$216,944
Notes										
Shading key in Table: FY 17 Expenditures/Closed Projects						Budgeting, Planned Expenditures for this Budget Year				
The indicated funding balances for closed/completed projects are transferred to the Carry-Over Funds in the year following closure.										
3150 Includes all major maintenance, modernizations, upgrades and expansions to the sewage collection/treatment/disposal systems.										
1 This category provides for the replacement or major rebuild of pumps and major components.										
2 Replacement of the original equipment.										
3 Allows monitoring and communication for sewage pump station.										
4 Chemical application lines for phosphorus removal.										
5 Replacement pump.										
6 Replacement of pumps and valves.										
7 Replacement pump.										
8 System used to all monitor aspects of operations for process control.										
9 Replacement of WWTP disinfection system.										
10 Replacement pump.										
11 Plan and design of a denitrification filtration system										
12 Replacement of original equipment.										
13 Replacement pump.										
14 Replacement of electronic control equipment.										
15 Required update of computer and control equipment.										
16 Replacement of original equipment.										
17 Replacement of air equipment.										
18 Replacement of original equipment.										
19 Repainting of pipe gallery.										

THE TOWN OF POOLESVILLE

FY 2019 Budget

WATER & WASTEWATER FUND - CAPITAL PROJECTS

Public Draft

Printed: 11-Apr-18

Acct No.	Item or Description	Year To Do	Est. Project Cost	Prior Bal. + FY 17 Act.	FY 18 Projection	FY 19 Bgt. Budget	Forward Planning Cycle			
							FY 20	FY 21	FY 22	FY 23
Project Funding										
3167	Small Water & Wastewater Equip.			172						
	Carry-over funds: Completed Projects									
	Carry-Over Funds allocated to projects									
1	Future W&S Equipment Needs	Open		12,437	20,000	20,000	20,000	20,000	20,000	20,000
2	Water Meter Replacement	Annl.	105,000	23,407	15,000	20,000	20,000	20,000	20,000	20,000
3	WWTP Lab Equipment	FY16	7,000	1,678						
4	Water Communication System	FY16	75,000	67,956						
	Budget Amendment 3/21/2016			81,000						
5	Main Valve Actuator	FY18	2,000		2,000					
6	Lagoon Flow Meter	FY18	5,000		5,000					
7	Koteen Monitoring System	FY18	11,000		11,000					
8	Fisher & Elgin Monitoring System	FY19	16,000		8,000	8,000				
9	WWTP Lighting Upgrade	FY19	3,500			3,500				
10	Sewer Jet	FY20	60,000	15,000	10,000					
	Budget Amendment 5/22/17			35,000						
11	Sewer Camera	FY23	75,000			10,000	15,000	15,000	15,000	20,000
	Total Funding Allocations		\$187,000	\$236,650	\$71,000	\$61,500	\$55,000	\$55,000	\$55,000	\$60,000
Project Expenditures										
3167	Other Water & Wastewater Equip.			FY 17 Act.						
1	Future W&S Equipment Needs									
a	Polymer Mixer	FY16		(3,122)						
b	Metal Detector	FY17		(780)						
c	Cordless Impact	FY17		(428)						
d	Submersible Pump	FY17		(644)						
e	Sewer Cam Rebuild	FY17		(1,884)						
f	Portable Pump Check Valve	FY17		(1,900)						
i	Misc Water Main repair tools	FY18			(2,500)					
j	Blower Room Exhaust Fan	FY18			(1,000)					
k	Pipe Gallery Heater	FY18			(1,500)					
l	Air Compressor	FY18			(1,500)					
m	Small Enclosed Trailer	FY18			(1,500)					
n	Portable Generator	FY18			(1,800)					
2	Water Meter Replacement	Annl.		(14,426)						
3	WWTP Lab Equipment	FY16		(1,678)						
4	Water Communication System	FY16		(148,956)						
5	Main Valve Actuator	FY18			(2,000)					
6	Lagoon Flow Meter	FY18			(5,000)					
7	Koteen Monitoring System	FY18			(11,000)					
8	Fisher & Elgin Monitoring System	FY19				(16,000)				
9	WWTP Lighting Upgrade	FY19				(3,500)				
10	Sewer Jet	FY20			(60,000)					
11	Sewer Camera	FY23								(75,000)
	Total Expenditures			(\$173,818)	(\$87,800)	(\$19,500)	\$0	\$0	\$0	(\$75,000)
3167	Account Balance by Year			\$62,832	\$46,032	\$88,032	\$143,032	\$198,032	\$253,032	\$238,032

Notes

Shading key in Table: FY 17 Expenditures/Closed Projects

Budgeting, Planned Expenditures for this Budget Year

The indicated funding balances for closed/completed projects are transferred to the Carry-Over Funds in the year following closure.

[1] Committed funds may be reallocated, based on final incurred costs of completed projects, and/or revised priorities and needs.

3167 This account includes all of the miscellaneous capital costs associated with the operation of the Town's Water & Wastewater Systems.

- 1 Replacement of miscellaneous equipment.
- 2 This line item provides for water meters for replacements and new installations.
- 3 Replace and upgrade process control testing equipment.
- 4 Replace outdated communications for entire water system.
- 5 Replacement of original WWTP Equipment.
- 6 New equipment to monitor lagoon discharge required by MDE.
- 7 Monitor and emergency notification system.
- 8 Monitor and emergency notification system.
- 9 Upgrade outdoor fixtures
- 10 Replacement of original equipment.
- 11 Replacement of original equipment.

THE TOWN OF POOLSVILLE

FY 2019 Budget

WATER & WASTEWATER FUND - CAPITAL PROJECTS

Public Draft

Printed: 11-Apr-18

Acct No.	Item or Description	Year To Do	Est. Project Cost	Prior Bal. + FY 17 Act.	FY 18 Projection	FY 19 Bgt. Budget	----- Forward Planning Cycle -----			
							FY 20	FY 21	FY 22	FY 23
<u>Project Funding</u>										
3169	Inflow & Infiltration									
	Carry-over funds: Completed Projects									
	Carry-Over Funds allocated to projects									
1	On-going I & I Reduction Pgm.	Annl.	Open	358,253	50,000	50,000	50,000	100,000	100,000	100,000
	Use of Unrestricted Funds			175,000						
	Total Funding Allocations		\$0	\$533,253	\$50,000	\$50,000	\$50,000	\$100,000	\$100,000	\$100,000
<u>Project Expenditures</u>										
				FY 17 Act.						
3169	Inflow & Infiltration									
1	On-going I & I Reduction Pgm.	Annl.		(139,215)	(39,253)					
	Monitoring & Main Insp.			(12,973)						
	Total Expenditures			(\$152,188)	(\$39,253)	\$0	\$0	\$0	\$0	\$0
3169	Account Balance by Year			\$381,065	\$391,812	\$441,812	\$491,812	\$591,812	\$691,812	\$791,812

Notes

Shading key in Table: FY 17 Expenditures/Closed Projects

Budgeting, Planned Expenditures for this Budget Year

The indicated funding balances for closed/completed projects are transferred to the Carry-Over Funds in the year following closure.

3169 Funding and expenditures for the on-going inflow and infiltration reduction program.

I&I is a funding priority. Major areas of concern include lateral connections Elgin Rd (109), Manhole relining and main lining in the Wesmond area. These areas are the oldest in Town and in some cases, require dig and replace.

Acct No.	Item or Description	Year To Do	Est. Project Cost	Prior Bal. + FY 17 Act.	FY 18 Projection	FY 19 Bgt. Budget	----- Forward Planning Cycle -----			
							FY 20	FY 21	FY 22	FY 23
<u>Project Funding</u>										
3170	Gen'l. Infrastructure Programs			92						
	Carry-over funds: Completed Projects									
	Carry-Over Funds allocated to projects									
1	Emergency Repair/Replace	open		18,669	40,000	40,000	40,000	40,000	40,000	40,000
2	Infrastructure Replacement Fund	open					75,000	100,000	245,000	245,000
	Total Funding Allocations		\$0	\$18,761	\$40,000	\$40,000	\$115,000	\$140,000	\$285,000	\$285,000
<u>Project Expenditures</u>										
				FY 17 Act.						
3170	Gen'l. Infrastructure Programs									
1	Emergency Repair/Replace									
a	Sewer System			(5,525)						
b	Water System									
2	Infrastructure Replacement Fund									
	Total Expenditures			(\$5,525)	\$0	\$0	\$0	\$0	\$0	\$0
3170	Account Balance by Year			\$13,236	\$53,236	\$93,236	\$208,236	\$348,236	\$633,236	\$918,236

Notes

Shading key in Table: FY 17 Expenditures/Closed Projects

Budgeting, Planned Expenditures for this Budget Year

The indicated funding balances for closed/completed projects are transferred to the Carry-Over Funds in the year following closure.

3170 General Infrastructure Programs, which do not "fit" into other Water & Wastewater Accounts, are tracked in this Account.

This program will provide funding for large unanticipated infrastructure repairs and total water line section replacements in the future.

THE TOWN OF POOLSVILLE

FY 2019 Budget

TOWN STATISTICS

Public Draft

Printed: 11-Apr-18

Note No.	Item or Description	Fiscal Year 2013	Fiscal Year 2014	Fiscal Year 2015	Fiscal Year 2016	Fiscal Year 2017	Fiscal Year 2018	Fiscal Year 2019
[1]	<u>Population</u>							
	(Calendar Year)	5,261	5,373	5,437	5,510	5,571		
	<u>Housing</u>							
	Single Family	1,431	1,466	1,486	1,492	1,511		
	Town Houses	336	336	336	353	353	353	
[2]	Total Family Dwellings	1,767	1,802	1,822	1,845	1,864	353	
	Other	56	56	56	56	56	56	
	<u>Net Assessable Base</u>							
	As Reported	688,453,667	662,170,967	717,731,127	723,711,000	758,169,000	803,643,000	844,304,000
[2]	<u>Tax Rate</u>							
	As Adopted	\$15.90	\$16.70	\$16.70	\$17.00	\$17.56	\$17.56	\$17.56
[3]	<u>General Fund Budget</u>	[Actual]	[Actual]	[Actual]	[Actual]	[Actual]	[Projected]	[Budget]
	Operating Expenses	1,868,988	1,999,155	2,330,397	2,345,372	2,306,825	2,415,350	2,431,662
	Funding: Capital Projects	372,913	520,500	436,000	412,590	528,983	684,350	698,250
	Funding: Water/Wastewater Projects	463,397	301,000	206,384	422,760	426,000	373,500	462,122
	Total Budget (General Funds)	2,705,298	2,820,655	2,972,781	3,180,722	3,261,808	3,473,200	3,592,034
	Budgeted Cash Reserve	780,054	764,000	816,798	691,912	516,520	714,923	629,823
	Actual Close-Out Cash Reserve	798,239	862,464	915,607	697,871	837,383	761,161	
							[Projected]	
	<u>Water and Wastewater Fund Budget</u>							
	Operating Expenses	1,032,788	1,109,636	1,210,759	1,267,447	1,259,071	1,272,915	1,331,306
	Funding: Capital Projects	0	0	0	0	0	0	0
	<u>Total Town Acreage</u>	2,374	2,374	2,374	2,374	2,374	2,374	2,374
	<u>Parks and Open Spaces</u>							
	Number	12	12	13	14	14	14	14
	Area (acres)	56	56	60	65	65	65	65
	Number of:							
	Tennis Courts	4	4	4	4	4	4	4
	Basketball Courts	3	3	4	4	4	4	4
	Baseball Fields	4	4	4	4	4	4	4
	Soccer Fields	4	5	6	6	6	6	6
	Tot Lots	6	7	8	8	8	8	9
	<u>Miles of Town Roads</u>	16.31	18.00	18.50	19.00	20.00	20.00	20.00
	<u>Number of Municipal Water Wells</u>	10	10	10	10	11	11	12
	<u>Avg. Water Production (Gal/Day)</u>							
	Calendar year	468,393	438,160	500,577	461,721	469,254		
	<u>Avg - WWTP (Gal/Day)</u>							
	Calendar year	670,530	630,000	534,417	491,750	487,511		
	<u>Number of Town Employees</u>							
	Full Time	16	16	16	18	18	19	19
	Part Time	0	0	0	0	0	0	0
	Summer Help	1	2	2	3	3	3	3

Notes

- [1] The 2010 Census reported a population of 4,883 and an average of 3.18 persons per household, Housing numbers are actual .
- [2] Maryland State Planning Data reported a 5,190 population figure in 2016.
- [3] All Budget figures exclude special revenues such as Impact Fees or dedicated Grants.

THE TOWN OF POOLSVILLE

FY 2019 Budget

POOLSVILLE EMPLOYEE SALARY STRUCTURE

Public Draft

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The Poolsville Employee Salary Structure is organized into twenty salary grades, each grade based on a general job description.

Within each Salary Grade, there are ten separate levels, from entry level to full experience.

The salary level for each employee is based on experience, tenure, job performance ratings, and individual responsibilities and initiatives.

<u>Salary Grade</u>	<u>Grade Definition</u>	<u># Employees</u>
1		
2	Part-time Clerical/Summer help	2
3		
4	Entry Level - 6 Month Trial Period	
5	Level Following Six Month Trial Period	
6	Level After One Year of Service	5
7		
8	Holder of One License	2
9	Holder of Two Licenses	1
10	Holder of Three Licenses	
11	Wastewater 5/P&S Crew Chief/Deputy Clerk/ Events Coordinator	4
12		
13		
14	Water & Sewer Superintendent, Wastewater Superintendent Director of Parks & Streets	3
15		
16	Clerk-Treasurer	1
17		
18		
19		
20	Town Manager	1

<u>Salary Grade</u>	<u>FY 18 Budget Minimum Level</u>	<u>FY 18 Budget Maximum Level</u>	<u>FY 2019 Budget Minimum Level</u>	<u>FY 2019 Budget Maximum Level</u>
1				
2	25,130	32,798	25,658	33,487
3				
4	28,669	[n/a]	29,271	[n/a]
5	30,531	46,019	31,172	46,985
6	32,020	48,314	32,692	49,329
7				
8	35,222	53,144	35,962	54,260
9	38,443	59,143	39,250	60,385
10	42,287	65,568	43,175	66,945
11	47,401	68,846	48,396	70,292
12				
13				
14	53,282	82,306	54,401	84,034
15				
16	55,945	86,421	57,120	88,236
17				
18				
19				
20	95,000	121,000	96,995	123,541

Maximum 0.021 increase based upon performance

Notes

THE TOWN OF POOLSVILLE

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MUNICIPAL ORGANIZATION CHART

Public Draft

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